

A G E N D A
for

REGULAR COUNCIL MEETING
February 23, 2026

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

Council Meeting Minutes February 9, 2026

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Protocol Table

PETITIONS AND DELEGATES

Sgt. Lance RCMP

Dixon Entrance Golf Club

CORRESPONDENCE

NDI Trust 2026 Local Government Internship Program

VERBAL REPORTS OF COUNCIL/CAO/CFO

BYLAWS

Bylaw No. 678

NEW BUSINESS

NB-1 Port Clements Elementary School

NB-2 UBCM Local Government Development Approvals Program

NB-3 Gwaii Trust 2026 Youth-Centred Communities Program

PUBLIC QUESTION PERIOD

ADJOURNMENT

Village of Masset Regular Council Meeting of February 9, 2026

Minutes of the Regular Council Meeting held February 9, 2026 in the Council Chambers.

Present:	Mayor:	S. Disney (Via Zoom)
	Councillors:	J. Currie, T. Carty, B. Johnston, B. Pages
	CAO:	J. Humphries
	CFO:	J. Brown
	Corporate Manager:	D. Grosse

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 7:00 pm.

ADOPTION OF AGENDA

Moved by Councillor Johnston, seconded by Councillor Currie to adopt the agenda as amended with the addition of NB-7 Sports Marina, NB-8 Soup Kitchen Wall.

CARRIED

COUNCIL MEETING MINUTES

Council Meeting Minutes January 26, 2026

Moved by Councillor Currie, seconded by Councillor Johnston that the January 26, 2026 Council meeting minutes be adopted as presented.

CARRIED

MINUTES AND REPORTS OF OTHER ORGANIZATIONS

NCRD Board Highlights January 2026

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

CARRIED

PETITIONS AND DELEGATES

Robert Russ

Marine Response – Coast Guard

Village of Masset Regular Council Meeting of February 9, 2026

Haida Gwaii's response team is fully staffed now. They are a first response unit and have been acquiring equipment over the past couple of years. They have also been removing derelict vessels and have removed nine from the Masset Harbour so far.

They have four locations they store equipment in sea cans: Masset, Port Clements Skidegate and Daajing Giids.

Mr. Russ reviewed the vessels and depots in the province. They are trying to establish a depot in Masset and are looking to get more area to store new equipment place a 10'x10' sea can close to the one currently at the location.

CORRESPONDENCE

Fire Chief Resignation

Moved by Councillor Johnston, seconded by Councillor Carty to receive Fire Chief John Ray Thorgeirson's resignation and to approve Josh Roden as the Interim Acting Fire Chief.

CARRIED

VERBAL REPORTS OF COUNCIL/CAO/CFO

Councillor Johnston attended a meeting with Courtney Kirk.

Councillor Currie attended a meeting with Courtney Kirk.

Councillor Carty attended a meeting with Courtney Kirk, a Protocol Table meeting and a Community Garden meeting.

CFO Brown is working on T-4s and audit prep.

Mayor Disney attended a meeting with Courtney Kirk via Zoom.

Councillor Pages attended a meeting with Courtney Kirk and a Protocol Table meeting.

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

CARRIED

BYLAWS

Bylaw No. 678

Moved by Councillor Carty, seconded by Councillor Johnston that Bylaw No. 678 be read a first time.

CARRIED

Moved by Councillor Currie, seconded by Councillor Carty that Bylaw No. 678 be read a second time.

CARRIED

Moved by Councillor Carty, seconded by Councillor Johnston that Bylaw No. 678 be read a third time.

CARRIED

NEW BUSINESS

NB-1 Airport SMS Annual Report

Moved by Councillor Johnston, seconded by Councillor Currie that the Airport SMS Annual Report be received and filed.

CARRIED

NB-2 Crown Grant Application

Moved by Councillor Johnston, seconded by Councillor Currie

WHEREAS: The Village of Masset is responsible for the operation and maintenance of the Masset Municipal Airport.

And WHEREAS: Various Provincial land tenures, permits and other authorizations are required in order to maintain vegetation on Provincial Public lands surrounding the Masset Municipal Airport to ensure the safe operation of aircraft using the airport.

THEREFORE, BE IT RESOLVED: That the Masset Mayor and Council authorize the Village of Masset to make applications for all required provincial licenses, permits, and other Provincial authorizations to enable all required maintenance of vegetation on Provincial lands surrounding the Masset Municipal Airport.

CARRIED

NB-3 Protocol Table

Moved by Councillor Carty, seconded by Councillor Currie that the discussion regarding the All Islands Protocol Table to be tabled until the next meeting.

CARRIED

NB-4 Masset Labour Market Study

Moved by Councillor Johnston, seconded by Councillor Currie that the Village of Masset support an application for a grant of up to \$50,000 in 90% project funding from the NDIT's Labour Market Research Plans program and commit to contribution of 10% of the project budget.

CARRIED

NB-5 2026 EOC Equipment and Training

Moved by Councillor Currie, seconded by Councillor Carty, that the Village of Masset Council support a grant application to UBCM's 2026 Emergency Operations Centres Equipment and Training program for up to \$30,000.

CARRIED

NB-6 Masset Skatepark Construction Project

Moved by Councillor Currie, seconded by Councillor Johnston that the Village of Masset direct staff to prioritize an application to the Athlii Gwaii Legacy fund Revitalization Grant for construction of the proposed Masset Skatepark.

CARRIED

NB-7 Sports Marina

Councillor Johnston brought forward concerns that people have been discussing with him. Staff have been working on the new lease but are waiting for final approvals from the province.

NB-8 Soup Kitchen Wall

Moved by Councillor Currie, seconded by Councillor Johnston to move the wall in the Soup Kitchen.

CARRIED

NB-9 Marine Emergency Response Container

Moved by Councillor Carty, seconded by Councillor Currie to allow the 10-foot container to be placed by the current Coast Guard container at the sea plane base.

CARRIED

PUBLIC QUESTION PERIOD

ADJOURNMENT

Moved by Councillor Johnston the meeting be adjourned at 8:54 pm.

CARRIED

Recording Secretary

Mayor

Certified Correct, Administrator

OVERVIEW: At the January 28 Protocol Table meeting Gaagwiis and Courtney Kirk (MIRR) brought forward an opportunity to apply for funding from the BC government that would support our communities' ongoing work together at the Protocol Table (details below). We are seeking support from councils to move forward with this application for funds.

Hello all,

As discussed for initial elected official input during the January 28 Protocol Table meeting, CHN and BC have been examining how to address Gwaii Trust's recent funding decision, which may challenge Protocol Table operations in the next fiscal year.

Building on a longstanding priority since July 2024 to develop a collaborative baseline study of service delivery across Haida Gwaii—how services function and are funded, and where shared fiscal vulnerabilities may exist to inform substantive discussions around Haida Title—BC and CHN have explored accessing two prospective, complementary grant streams that could be stacked and scaled.

Because neither stream is certain, the concept has been designed so the work can proceed with one or both grants. In the absence of dedicated Protocol Table coordination funds (the gap created by the Gwaii Trust cut), the thought is the Table could continue to meet as a committee of the whole, maintaining standard monthly meetings and providing project oversight if either stream is approved in addition to regular business.

If successful, this would be an interim, one-time solution intended to give the Table breathing room over the next 12–24 months while a long-term funding solution is explored. If the project does not move forward, the Table may need to continue efforts to identify alternate revenue to continue meeting.

Project vision ('book with chapters')

We discussed this concept during the January 28, 2026 meeting as a *Haida Gwaii Services and Governance Compendium*.

- A single, integrated set of community baseline studies/sections, structured like a full report with chapters, tailored by the Protocol Table.
- Along with an introduction that could include general description of the region, population and labour statistics, chapters would include at a minimum local taxation, current service delivery and decision processes; additional funding and fiscal context; jurisdictional connections between local government and band governments; and other agreed topics.
- Community baseline studies could include civic communities (municipalities and NCRD electoral areas/unincorporated communities and the regional district services provided) and the two Village Councils (Old Massett and Skidegate).

- Scope, depth, and sequencing would depend on which stream(s) are authorized and would be refined collaboratively.
- Leadership at the Protocol Table would direct hiring of contractors and scope of study, and receive periodic progress updates at regular meetings.
- The Protocol Table Executive Assistant would coordinate; expert contractors would be procured to lead the studies including potential research, outreach and engagement, technical drafting, data synthesis, and indicator development as needed.
- Provincial staff from HMA and MIRR would support the contractor and Executive Assistant with any guidance that may be requested.
- CHN would manage and disburse funds, as they have done with Gwaii Trust grants to the Protocol Table.

Funding approach (two potential complementary streams; scalable)

- Potential Stream A – HMA Local Government Restructure Program (LG oriented):
- Potential Stream B – secondary internal option (FN oriented):
- Stacking and scaling:
 - If both streams of funding are approved, outputs are aligned and presented as one integrated project (book with chapters).
 - If only one is approved, the Table would oversee a scaled (smaller) project.
 - Regardless, under either stream, the intention is for the Protocol Table to be fiscally positioned to continue meeting using study funds while overseeing the study work—much in a similar way as the terms of reference project was executed.

Request for input and optional resolution

- If this potential project vision is not supported, please provide feedback on an expedited basis so BC and CHN can redirect internal work and explore other ways to address the Protocol Table funding gap.
- If the vision is supported in principle, an optional council/board resolution would help expedite fund raising efforts and clarify whether the Executive Assistant, CHN, and BC should maintain current efforts.

Suggested Resolution of Support (optional)

THAT Council support, in principle, a collaboratively designed Haida Gwaii community profiles project—structured as an integrated set of chapters and advanced through the All Islands Protocol Table—to develop shared baseline information that supports informed, respectful intergovernmental discussions as Haida Title implementation proceeds;

AND THAT Council endorse the exploration and submission of a Local Government Restructure Program study application with the Ministry of Housing and Municipal Affairs prior to the March 2026 deadline, recognizing that funding approval is not guaranteed, that project scope, depth, and sequencing will be codesigned through the Protocol Table, and that the work will be scaled to available resources;

AND THAT this resolution is provided solely to support exploratory funding discussions and does not predetermine future governance arrangements, service delivery decisions, or jurisdictional outcomes.

Dixon Entrance Golf Club
PO Box 990
Masset BC V0T 1M0

Village of Masset
PO Box 68
Masset BC
V0T 1M0

Dear Council,

I am writing to request your assistance in ensuring that the Dixon Entrance Golf Club can continue to function and provide an important recreational opportunity in the community. The club is in peril of folding within the next two years due to rising costs and we would like the Village of Masset to takeover the licence with DND so the course becomes exempt from property tax.

As you may know, the Dixon Entrance Golf Club is in a rather unique situation as the land is controlled by the Department of National Defense (DND) which creates some unique conditions under which the club must operate. However, the club has been able to work within these conditions to achieve a reasonable level of success over the years.

The club operates exclusively on volunteer labour for things such as course maintenance, collecting fees, administration etc. and the club has also been very fortunate to have wide community support. A separate list of contributors and volunteers is attached but some of our major contributors over the years have been; Fast Fuel Services and now Haida Gwaii Fuel Limited Partnership for fuel donations, OMVC for maintenance equipment and support with repairs and Haida Gwaii Co-op for equipment and fertilizer. We greatly appreciate the effort and support of these volunteers and organizations in keeping the golf course operating and open to the public up to this point.

As we look to the future though, there are 3 main issues that the club will need to deal with in order to continue to operate. These are as follows:

- 1) Reducing operating costs/increasing revenues.
- 2) Attracting new members
- 3) Raising funds for infrastructure upgrades and course maintenance

Revenues are down and costs are increasing. Our largest annual cost at the moment is unfortunately property taxes. Previous club members have attempted to appeal the property tax assessment with no luck. This year the course has seen an increase in the assessment of almost 38%. With the inevitable rise in assessment and mill rates this cost will continue to climb. This is one area that we hope the Village of Masset can assist the Golf Club with on an ongoing basis.

Dixon Entrance Golf Club
PO Box 990
Masset BC V0T 1M0

The Golf Club would like to request that Council become the licence holder with DND for the golf course property. This would put the golf course on par with other sport and community organizations such as the Haida Gwaii Fitness Association, tennis and pickleball players, roller derby and hockey players and other users of the roller rink as well as the Masset Market. These groups all provide similarly important community benefits and have generally flourished under these conditions with the Village of Masset.

The Golf Club recognizes that Council will require time to review the licence and hopefully negotiate a new agreement with DND for the golf course lands should you support this course of action. As a result we would also like to propose a grant in aid to the Golf Club in an amount of Council's choosing up to or including the annual property taxes levied during the negotiation period. This would give the club time to work on the other key points noted above to ensure the stability of the club going forward. During that period we would request that the Village enter into discussions with DND and the Golf Club about having the Village of Masset become the licensee with DND at the earliest opportunity. This would give the Golf Club long-term stability and ensure that this recreational resource remains available to the community.

This type of arrangement would allow the club to focus on other initiatives such as increasing membership, seeking other fundraising opportunities, course and equipment maintenance and replacing the clubhouse. The Golf Club would continue to operate within its means and would not put any additional drain on Village of Masset resources.

It is our hope that you will find merit in this request to help keep the golf course open to the public in benefit of the Village as a whole.

If you require any additional information in this regard, please contact me at any time and I will respond promptly.

Thank you for your time and consideration.

Sincerely



Regina Williams
President
Dixon Entrance Golf Club



301 - 1268 Fifth Avenue
Prince George, BC V2L 3L2
Tel: 250-561-2525
Fax: 250-561-2563

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

February 02, 2026

Village of Masset
1686 Main Street
Masset, BC V0T 1M0

Attention: Mayor Sheri Disney

**Subject: 2026 Local Government Internship Program
Northern Development Project Number IA-0000012623**

Thank you for your application to the 2026 Local Government Internship program. Northern Development is pleased to advise you that your application has been approved for a grant up to \$60,000 to support an intern in your community.

The signed employment agreement between the Village of Masset and the intern must be provided, upon which our staff will be in touch regarding the funding agreement between Village of Masset and Northern Development. Please note that both signed agreements must be received prior to the intern starting employment.

We wish you every success in mentoring an intern and look forward to seeing the results have a positive impact on local government succession in the region.

Sincerely,

Northern Development Initiative Trust

c: Joshua Humphries, Chief Administrative Officer, Village of Masset
Andrew Hudson, Grant Manager, Village of Masset

Building a
Stronger North

The Corporation of the Village of Masset

BYLAW NO. 678-2026

A Bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

WHEREAS under the Local Government Act, Council may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS Council wishes to establish voting procedures and requirements under that authority;

NOW THEREFORE, the Council of the Village of Masset, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all intents and purposes as the “Village of Masset Election Procedure Bylaw No. 678-2026”
2. **MINIMUM NUMBER OF NOMINATORS**
As authorized under section 86 of the Local Government Act, the minimum number of qualified nominators required to make a nomination for the office of Council shall be two (2).
3. **ELECTOR REGISTRATION**
As Authorized under section 69 of the Local Government Act, a person may register as an elector only at the time of voting for all elections.
4. **REQUIRED ADVANCE VOTING OPPORTUNITIES**
As Authorized under section 107 (2) of the Local Government Act, an advance voting opportunity will be limited to the required advance voting opportunity on the 10th day before general voting day.
5. **NUMBER OF SCRUTINEERS AT VOTING PLACES**
As authorized under section 120 (2) the Local Government Act, the number of scrutineers for each candidate that may attend at an election is one (1) scrutineer.
6. **RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT**
In the event that, after a judicial recount, the results cannot be declared because there is an equality of valid votes for two or more candidates, the tie vote will be resolved by conducting a lot in accordance with section 151 of the Local Government Act
7. Village of Masset General Local Government Election Bylaw No. 645 - 2021 is hereby repealed.

READ A FIRST TIME THIS 9th DAY OF FEBRUARY 2026.
READ A SECOND TIME THIS 9th DAY OF FEBRUARY 2026.
READ A THIRD TIME THIS 9th DAY OF FEBRUARY 2026.
RECONSIDERED AND ADOPTED THIS 23rd DAY OF FEBRUARY 2026.

Chief Administrative Officer

Mayor

Certified a true copy of the
"Village of Masset Election Procedure Bylaw No. 678-2026"



HAIDA GWAII SCHOOL DISTRICT PROGRAM REVIEW

Name of Review:	PORT CLEMENTS ELEMENTARY CONFIGURATION REVIEW – UPDATE
Date:	JANUARY 2026
Prepared by:	Lisa Bernoties, Superintendent of Schools and Manu Madhok, Deputy Superintendent of Schools
Prepared for:	The Haida Gwaii Board of Education

Background

In February 2025, the Board received a comprehensive *Port Clements Elementary Configuration Review* in advance of a decision scheduled for the March 2025 Special Board Meeting in Port Clements.

Following presentation of the report, the Board elected to extend an 11-month opportunity to the Port Clements Elementary (PCE) Parent Advisory Council (PAC) to develop a renewed School Learning Plan intended to strengthen the school's appeal and potentially improve enrolment. The Board committed to reviewing this work and making a final decision in February 2026.

This update provides trustees with a summary of actions taken, key findings, and new information to support the upcoming decision-making process.

PAC School Learning Plan

Working in consultation with the Superintendent, the PCE PAC developed a draft School Learning Plan centred on transitioning the school toward an *experiential learning model*, grounded in enhancing students' core competency development through four possible instructional approaches:

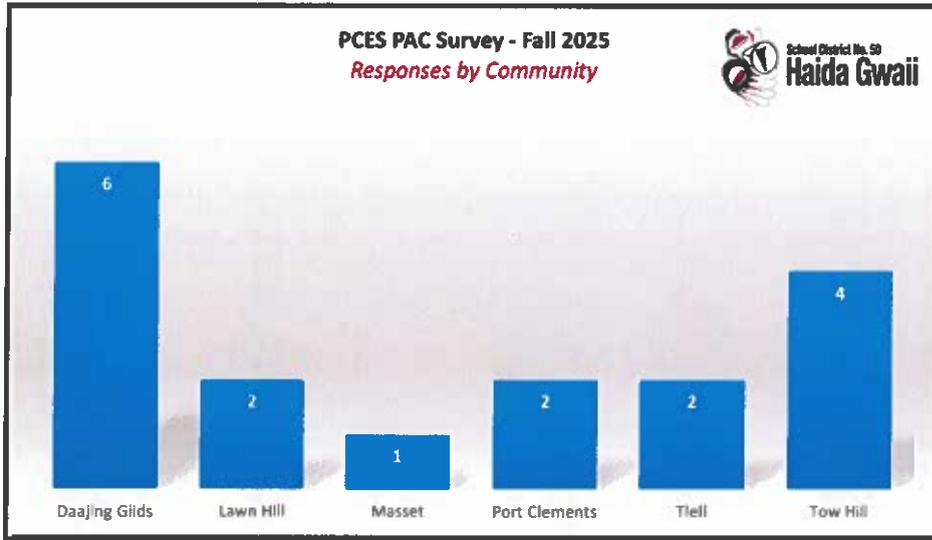
- Outdoor Learning
- Science and Nature
- Cultural / Haida Knowledge
- Community Connections

To help communicate this vision, the PAC created a poster (*attached*) and circulated it along with a community-wide parent survey across Haida Gwaii.

PAC Survey Results

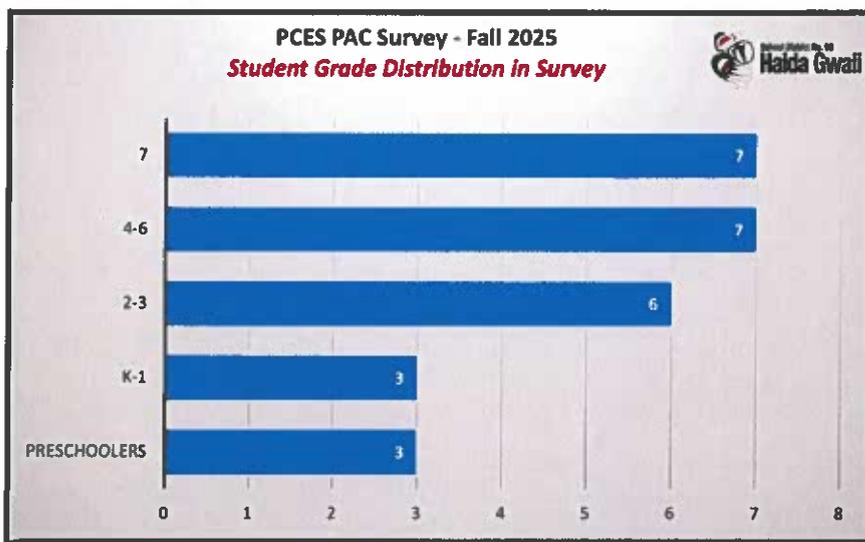
The PAC's goal in administering the survey was to determine whether their new vision for PCE might attract increased enrolment. The survey ran from November to early December 2025 and generated 22 responses. After screening for validity and enrolment relevance, 17 responses were included in the final analysis.

Respondent Profile

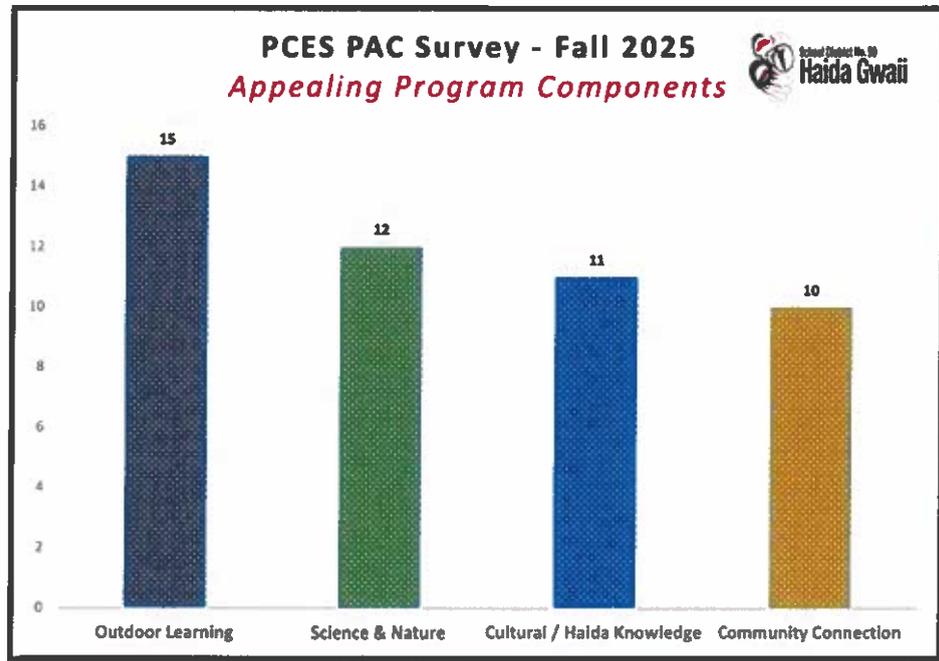


- 2 respondents currently have K-7 students at Port Clements Elementary.
- 12 respondents had K-7 students attending other SD50 schools.
- 3 respondents have preschool-aged children who will enter K-7 within 4 years.

Students Grade Distribution in Survey



Appeal of Proposed Program



PAC Survey Summary

- Across respondents, interest in the proposed vision was very strong with families consistently highlighting enthusiasm for outdoor learning, science/nature integration, Haida cultural knowledge, and stronger community connections. Only one respondent stated the program “does not appeal” with no additional context provided. Even families unable to enrol now expressed strong interest and support for the initiative.
- 9 respondents, representing 11 K–7 students and 3 preschoolers, responded affirmatively to the survey question: “Based on the outlined learning plan, would you choose to enrol or continue enrolling your child(ren) at PCE?” This feedback is valuable as an indicator of interest and support for the plan; however, it should be interpreted as preliminary. Confirming actual enrolment would require follow-up, as family decisions, particularly for those living outside Port Clements, would still be influenced by factors such as transportation, distance, employment and childcare arrangements, and/or preference for a closer local school.
- 7 respondents, representing 11 K–7 students, indicated ‘NO’—they would not enrol their children at PCE. While it was noted that they liked all or parts of the proposed learning plan, their decisions were still influenced by practical considerations such as a preference for their children to attend a closer local school, distance from PCE, and/or transportation availability.

- Although transportation was explicitly addressed in the survey, parent comments suggest that enrolment decisions are shaped by a range of practical and relational considerations, with transportation being a notable factor.
- Several families in Tlell, Tow Hill, and parts of Daajing Giids/Masset expressed interest in the School Learning Plan but noted that distance from PCE creates added complexity.
- Families with older siblings or established connections to their current school communities reported being less likely to transition to PCE, even when aspects of the program were appealing.

"The learning plan definitely appeals, it's just too far to travel."

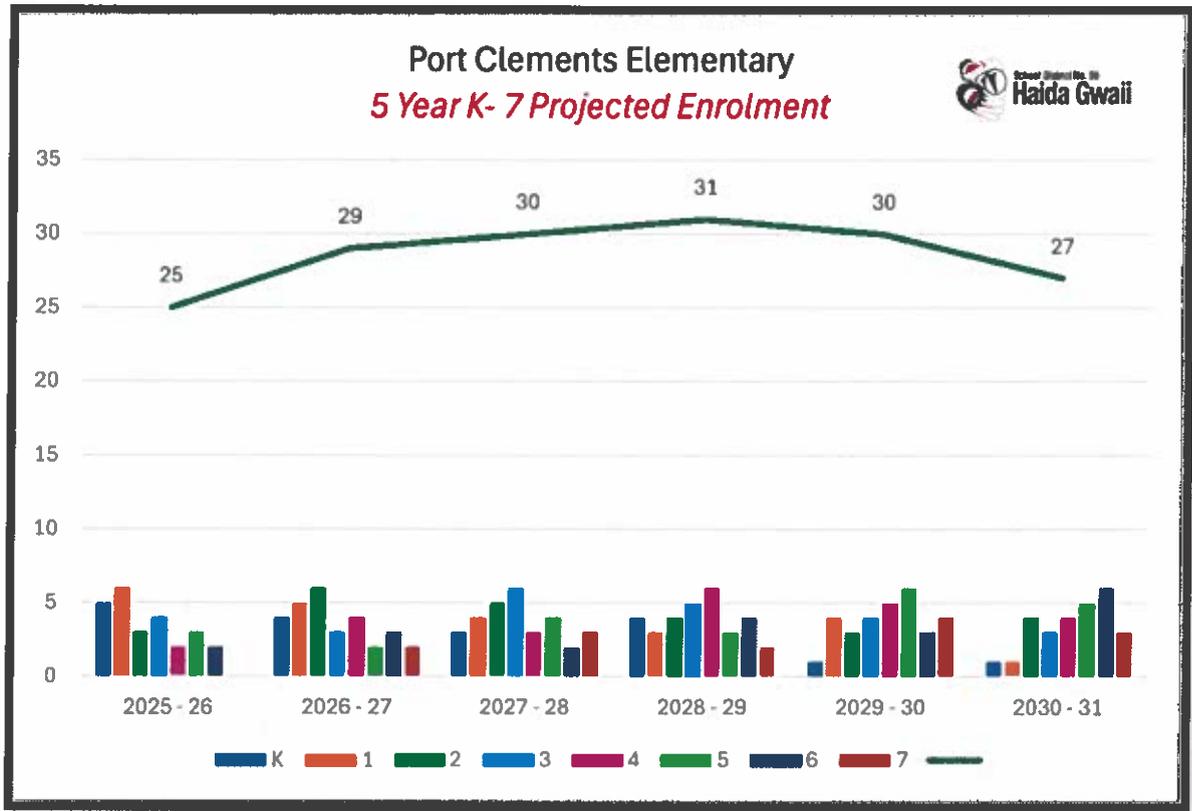
"The logistics of school in Port are too hard... I'm at work in DG."

"If we lived near Port, this is the kind of program we would absolutely choose."

Updated 5 Year Enrolment Projection

In consultation with the Port Clements Vice Principal, a revised K–7 enrolment projection was completed in December 2025 (*see graph on next page.*)

- Overall enrolment is projected to remain relatively stable (approximately 25–31 students) through to 2030–31.
- Kindergarten intakes are anticipated to gradually decline, consistent with district-wide demographic trends.
- Important context for interpretation: While the total projection appears stable, predicting enrolment in the intermediate years remains the key uncertainty. Historically, relatively few students remain at PCE for Grades 4–7, with some families choosing to transition to other schools as students get older. As a result, overall stability can mask ongoing vulnerability in intermediate-grade retention, which continues to influence long-term sustainability.



2025 – 26 Staffing Adjustments

To support equitable staffing ratios across all schools in the district for 2025–26, staffing allocations at PCE were adjusted as follows:

- SERT allocation adjusted from 0.4 FTE to 0.2 FTE (reallocated to support district-wide balance)
- Administrative Assistant schedule adjusted from 27.5 to 16 hours/week
- Library Clerk schedule adjusted from 5 to 4 hours/week

Board Options for Consideration

Future intermediate enrolment is challenging to project for PCE. If an assumption is made that all students in the area will choose to attend PCE and if all families do elect to keep their children at PCE for their intermediate years, then the projected enrolment data suggest a relatively stable K–7 population through to at least 2030. While this reduces immediate pressure to reconfigure, ongoing monitoring remains important. The district’s commitment to strong instructional programming, fiscal stewardship, and equitable access means that staffing and resource allocations at small schools will continue to require thoughtful review.

Two recommended options are provided for Board deliberation:

OPTION 1: Reconfigure Enrolment Options at PCE

The Board could adjust how grades are organized at Port Clements Elementary starting now, based on the expectation that there may continue to be very small numbers of students in the intermediate grades. If this option moved forward, the Board could also consider “grandfathering”—meaning current intermediate students could stay at PCE until a planned transition point to reduce disruption.

Pros:

- ***A potentially more robust learning experience for intermediate students.*** Strong, higher level learning environments benefit from rich social interaction. Very small numbers of students can make it harder to offer a complete intermediate program with limits on both peer collaboration and extra-curricular opportunities.
- ***Earlier clarity for families and staff.*** Making a decision sooner helps reduce the ongoing uncertainty that comes with repeated annual discussions.
- ***Grandfathering can reduce disruption.*** If used, it could allow current intermediate students to remain at PCE for a set period while the district transitions to a more sustainable model.
- ***Supports more equitable staffing*** and programming across the district by aligning resources with viable enrolment patterns.

Cons:

- ***Requires shifts for families.*** Families could face changes to daily routines, childcare, and students’ connection to their local school community.
- ***A challenging transition for some students and families.*** Moving schools can mean longer travel days and no longer having an older child at PCE to help support younger siblings.
- ***Impacts on staff and the school community.*** Changes can affect roles and staffing patterns.
- ***Broader community effects.*** Despite a school district’s primary responsibility being educational programming and student wellbeing, school configuration changes can influence how families and the wider community feel about long-term stability in their community.

OPTION 2: Extend Opportunity for the District to Partner with the PCE PAC

The Board could choose to give the district and the Port Clements PAC more time to keep working together on a stronger long-term plan for PCE. The focus would be on improving and clarifying the educational program (especially for intermediate grades) and seeing whether those changes lead to increased and/or sustained enrolment.

Pros:

- **Time to strengthen intermediate education programming.** The interest described in the new school learning plan could drive increased intermediate enrolment through local students choosing to stay in the school for the intermediate years and/or other students choosing to join PCE.
- **Respects community voice and relationships.** Provides an opportunity to continue working together to potentially grow the school enrolment.
- **More stability in the short term for students.** It avoids immediate disruption while the program plan is refined, implemented, and assessed.
- **Time to address barriers that affect enrolment decisions.** More time could help the school communicate the new School Learning Plan and further explore community partnerships for transportation support.

Cons:

- **Intermediate enrolment may remain small.** The number of intermediate students remaining low would not solve the educational concerns related to having a very small cohort.
- **Uncertainty may continue for families and staff.** If the decision timeline keeps extending, it can make planning harder and may affect staffing stability over time.
- **Ongoing “review” status can be tiring for the community.** Even when the intention is supportive, repeated discussions can feel destabilizing.
- **Enrolment growth is not guaranteed.** If numbers don’t increase, the district may face the same decision again later—potentially affecting a different group of students in the future.

THE CLASSROOM IS BIGGER OUT HERE

STEM-based, outdoor learning that engages students in hands-on, community-connected experiences and grows great communicators, collaborators, creative and critical thinkers, and personally and socially responsible humans.

*Real Projects - Real Places
Real Possibilities*

ADVENTUROUS LEARNING FOR CURIOUS MINDS!

Revisioning Port Clements Elementary School

[Municipal / Organization Letterhead Here]

[Date]

Trustee Chair: Dana Moraes

School District No. 50 (Haida Gwaii)

dmoraes@sd50.bc.ca

Re: Support for Option 2 – Port Clements Elementary Configuration Review

Dear Trustee Moraes,

On behalf of [Organization / Municipality Name], we are writing to express our support for Option 2 as outlined in the January 2026 Port Clements Elementary Configuration Review Update. We support extending the opportunity for the District to partner with the Port Clements Elementary PAC and to continue operating the upper (intermediate) division while strengthening programming and addressing enrolment barriers.

Maintaining Grade 4-7 programming in Port Clements avoids significant disruption to students and families, including extended daily travel outside the community, and provides time to implement and properly assess the enhanced learning model now underway. In our view, Option 2 represents a balanced and responsible approach that supports student wellbeing, educational stability, and the long-term sustainability of the community.

We respectfully urge the Board to adopt Option 2.

Sincerely,

[Signature]

[Name]

[Title]

[Organization / Municipality Name]



REPORT TO COUNCIL

File number: 2026-02-04

MEETING DATE: 2026-02-23

AUTHOR: Andrew Hudson, grant manager

SUBJECT: Local Government Development Approvals Program

PURPOSE

To seek a support resolution from council to apply for a grant of up to \$200,000 in 100% funding from the UBCM's Local Government Development Approvals Program.

BACKGROUND

The Union of B.C. Municipalities' Local Government Development Approvals Program offers a grant of up to \$200,000 to help municipalities streamline approvals for new building construction. The entire 2026 program has about \$9 million available and is funded by the B.C. Ministry of Housing and Municipal Affairs. Applications are due March 13.

KEY PROJECT CONSIDERATIONS

- The grant can fund:
 - Improvements to the village's development approvals process (including training)
 - New guidance for staff or applicants
 - Reviews of development-approval bylaws, zoning bylaws, related land-use bylaws
 - Collaboration with external partners such as neighbouring First Nations
 - Technology to increase use of the Building Permit Hub
 - Other activities that enable municipalities to make use of modern construction methods and standardized designs
- Note that UBCM may award less than the full amount requested
- Attached is a high-level project proposal developed by Urban Systems Ltd. that anticipates a request for the full \$200,000. The proposal builds on ongoing changes to the village's development procedures and subdivision bylaws. It includes creating updated and more user-friendly application forms; new procedures for processing applications; and recommended changes for several bylaws including the subdivision, siting-and-use permit, development procedures, enforcement, and ticketing system bylaws.

RECOMMENDATION

That the Village of Masset council consider a motion voicing support for applying to the UBCM's 2026 Local Development Approvals Program for up to \$200,000, and for providing overall grant management if the grant is awarded.

ATTACHMENTS

High-Level Project Overview for the Local Government Development Approvals Program (LGDAP) Grant (Co-authored by Kara Gross and Andrew Cuthbert of Urban Systems)

DATE: February 18, 2026
 TO: Andrew Hudson | Josh Humphries, CAO
 FROM: Kara Gross and Andrew Cuthbert RPP, MCIP
 FILE: 3995.0000.00
 SUBJECT: High-Level Project Overview for the Local Government Development Approvals Program (LGDAP) Grant

Over the past year or so, we have had several discussions with staff about some of the mounting pressure arising from increased development activity in the Village. These pressures have highlighted weaknesses in the Village's existing bylaws and procedures that will require substantive effort to address. Drawing from these conversations with staff, as well as our own experiences navigating the Village's development procedures, we have identified the following items to be prioritized for improvement:

TIMELINE	DESCRIPTION OF TASK(S)
Immediate Actions – this work is underway using existing grant funds	1. Amending the Development Procedures Bylaw to: <ul style="list-style-type: none"> • Authorize the Village to request specific information as part of a development application (i.e., on-site and downstream infrastructure assessments, environmental assessments, arborist reports, etc.) • Increase application fees for all application types • Introduce Temporary Use Permits (TUPs)
	2. Amending the Subdivision Bylaw to: <ul style="list-style-type: none"> • Expand the application of the bylaw to include Siting/Use Permit applications • Require development to ensure adequate fire protection in accordance with the Fire Underwriters Survey (FUS)
Actions to Be Undertaken Upon Receipt of the LGDAP Grant	3. Create New Application Forms <ul style="list-style-type: none"> • Create new application forms specific to OCP/Zoning amendments, DVPs, TUPs, and Siting and Use Permit applications to clarify submission requirements and reduce delays resulting from incomplete applications
	4. Introduce Internal Procedures for Processing and Tracking Development Applications <ul style="list-style-type: none"> • Develop an internal-facing Development Procedures Manual to support staff's intake and administration of OCP/Zoning amendments, DVP, and TUP applications, as well as to build capacity for future change management • Establish a pre-application process for all development application types

URBAN SYSTEMS MEMORANDUM

DATE: February 18, 2026

FILE: 3995.0000.00

PAGE: 2 of 2

SUBJECT: High-Level Project Overview for the Local Government Development Approvals Program (LGDAP) Grant

- Develop public-facing development process checklists and guides to improve procedural clarity and transparency for applicants
5. Develop Policy Recommendations for the Subdivision Bylaw to Improve Application Clarity and Processing Speed
- Review the *Subdivision Bylaw* and develop recommendations for alignment with Master Municipal Construction Documents (MMCD) standards and clarification of servicing requirements to improve consistency and transparency for applicants
 - Develop a new application form, internal procedural guide, and a public-facing checklist to streamline the intake and review of subdivision applications
6. Develop Policy Recommendations for the Siting and Use Permit Bylaw to Clarify Application Requirements and Improve Consistency
- Review the *Siting and Use Permit Bylaw* and develop recommendations to clarify the Village's support of modern methods of construction such as off-site construction, prefabricated construction, and modular construction
 - Develop an internal-facing Site and Use Permit Procedures Manual to support staff's intake and administration of Siting and Use Permit applications, as well as to build capacity for future change management
 - Establish a pre-application process for Siting and Use Permit applications
 - Develop a public-facing Siting and Use Permit checklist and process guide to improve procedural clarity and transparency for applicants
7. Develop Policy Recommendations for the Development Procedures Bylaw to Further Improve Development Processes
- Review the *Development Procedures Bylaw* and develop recommendations to delegate authority to staff to make permitting decisions where appropriate
8. Review the *Enforcement Bylaw* and *Ticketing System Bylaw* and develop recommendations to improve the authority of staff to administer and enforce the Village's development procedures

Commented [AC1]: Policy recommendations for _____ to improve application clarity and processing speed



REPORT TO COUNCIL

File number: 2026-02-05

MEETING DATE: 2026-02-23

AUTHOR: Andrew Hudson, grant manager

SUBJECT: Application for Gwaii Trust's 2026 Youth-Centred Communities Program

PURPOSE

To seek a support resolution from council for a grant application of \$10,000 in 100% funding from the Gwaii Trust Society's Youth-Centred Communities Program.

BACKGROUND

- The Gwaii Trust Society's Youth-Centred Communities Program is a non-competitive grant that offers annual funding of up to \$10,000 for Haida Gwaii youth centres, or for youth educational or recreational programming in communities without a dedicated youth centre
- Balance Media Foundation, a local non-profit society founded in June 2025 and run by Hltaaxwii (Owen Jones) and Andre Hypolite, is piloting an after-school audiovisual club for Daaxjigan Sk'adáa Née students in Grades 7 to 12 at the upstairs Lion's Den in the Howard Phillips Community Hall. Activities will include podcasting, camera and lighting basics, video-editing, and project-based storytelling.
- The pilot project has already received some funding from Northern Savings Credit Union and is looking for additional support through the Village of Masset's Youth-Centred Communities grant. The village funding would go mainly towards equipment for the program, including mics, a drone, smartphones and smartphone holders for recording audio and video, and food.

KEY PROJECT CONSIDERATIONS

- The project is expected to run between May 2026 and May 2027 with volunteer mentors from Balance Media
- See attached one-page project summary from Balance Media
- Applications are due March 1

RECOMMENDATION

That the Village of Masset council consider a support resolution for applying for a \$10,000 grant from Gwaii Trust's 2026 Youth-Centred Communities Program to help fund the Balance Media After-School AudioVisual Club at the Howard Phillips Community Hall.

ATTACHMENTS

Balance Media AV Club Project Summary

Balance Media After-School Audiovisual Club

The Lion's Den (Upstairs), Howard Phillips Hall - Massett, BC

Approvals requested: Daaxiigan Skaadane School | Massett Lions Club | Village of Massett

Purpose

A safe, structured after-school A/V Club where youth learn audio, video, editing, and responsible storytelling. Designed to start as a pilot and, if successful, become a cornerstone program supporting a broader Youth Center vision. We feel there is a strong need for youth programming in Massett considering recent events involving youth, and the fact there is no dedicated space for youth teens especially that can cater to their interests. Activities include but aren't limited to podcasting/interviews, camera/lighting basics, editing, and project-based storytelling.

Timeline

- 🍷 Northern Savings Inspire Fund Approved
 - Utilized for Phase 1 Pilot
 - Funds need to be expended by September 2026
 - Most funds have been put towards equipment for program
 - Initial pilot 6- 8 weeks beginning in March
 - 1-2 days/week
 - 2 hours a day
- 🍷 Phase 2 to begin after Phase 1 Pilot completion
 - Expected Phase 1 end May/June 2026
 - 1-2 days/week
 - 2 hours a day
 - May expand time allotted depending on success rate
 - To be completed by May 2027

Youth

- 🍷 Looking for 4-6 dedicated youth
- 🍷 Grades 7-12
- 🍷 Consent-first media: no public filming/photography/publishing of youth without guardian consent and School direction.
- 🍷 Privacy defaults and clear social media boundaries; code of conduct; sign-in/out and pickup expectations.
- 🍷 Follow building safety rules (occupancy, exits, emergency procedures) and incident reporting.

Budget

Item	Amount	Cost	Total
DJI Phone Gimbals	5	\$200	\$1000
Geocache Incentives	50	\$50	\$2500
A1 Antigravity drone	1	\$2500	\$2500
DJI Mic 3	1	\$500	\$500
iPhone 12-15 refurbished	4	\$750	\$3000
Food	10	\$50	\$500
Balance Media Mentors	40 hours	\$0	\$0
Total	-	-	\$10,000