

A G E N D A
for

REGULAR COUNCIL MEETING
February 9, 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 January 26, 2026

MINUTES AND REPORTS OF OTHER ORGANIZATIONS

1. NCRD January 2026 Board Highlights

PETITIONS AND DELEGATES

Robert Russ DFO

CORRESPONDENCE

Fire Chief Resignation

VERBAL REPORTS OF COUNCIL/CAO/CFO

BYLAWS

Bylaw No. 678

NEW BUSINESS

NB-1 Airport SMS Annual Report

NB-2 Crown Grant Application

NB-3 Protocol Table

NB-4 Masset Labour Market Study

NB-5 2026 EOC Equipment and Training

NB-6 Masset Skatepark Construction Project

PUBLIC QUESTION PERIOD

ADJOURNMENT

Village of Masset Regular Council Meeting of January 26, 2026

Minutes of the Regular Council Meeting held January 26, 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-6 BC Hydro Regreening Project and NB-7 Compost.

CARRIED

COUNCIL MEETING MINUTES

Council Meeting Minutes January 12, 2026

Moved by Councillor Carty, seconded by Councillor Johnston that the January 12, 2026 Council meeting minutes be adopted as presented.

CARRIED

PETITIONS AND DELEGATES

Robert Russ DFO - Cancelled

CORRESPONDENCE

Masset Market Collective Invitation to AGM

VERBAL REPORTS OF COUNCIL/CAO/CFO

Councillor Johnston attended a Gwaii Trust meeting.

Councillor Currie did not attend any meetings.

Councillor Carty attended the Soup Kitchen AGM.

CFO Brown has been working on year-end and audit prep.

CAO Humphries attended EOC training with Old Masset.

Mayor Disney is on the Board of the Interior Realtors.
Councillor Pages attended an NCRD meeting, an NWRHD meeting and a meeting with CAO Humphries and CHN President Gaagwiis.

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

CARRIED

NEW BUSINESS

NB-1 NDI 2026-2027 Local First Nations Gov't Internship

The Village of Masset council reviewed the above-noted application at their meeting of January 26, 2026. Mentored by the chief administrative officer of the Village of Masset, the 2026-2027 Local Government/First Nation Government intern will work 40 hours per week from May 2026 to May 2027. Over that time, the intern will also become familiar with the Old Massett Village Council's departments and will spend significant time working on joint projects with the Village of Masset.

Council passed the following motion in support of this application:

MOVED by Councillor Carty, seconded by Councillor Currie, that the Village of Masset council supports applying for a grant of up to \$60,000 from the Northern Development Initiative Trust's 2026/2027 Local Government Internship and First Nation Government Internship Program. The Village of Masset commits to contributing \$10,000 toward wages, \$2,500 toward professional development for the position, and \$6,600 toward payroll deductions, based on 12% of the \$55,000 salary.

CARRIED

The above amended motion is certified as a true and correct copy, excerpted from the minutes of the January 26, 2026, Village of Masset Council Meeting. Moved by Councillor Carty, seconded by Councillor Currie, that the Village of Masset commits to contributing \$10,000 towards wages, \$2,500 towards professional development and \$6,600 towards the payroll deductions, which is based on 12% of the \$55,000 salary.

CARRIED

NB-2 Protocol Table Terms of Reference

Moved by Councillor Carty, seconded by Councillor Currie, that the Village of Masset accept the Protocol Table terms of reference as presented.

CARRIED

NB-3 Tlell Fall Fair Letter of Support

Moved by Councillor Currie, seconded by Councillor Johnston, that the Village of Masset provide a Letter of Support to the Tlell Fall Fair for their NDI Trust Fabulous Festivals and Events grant application for \$2,500.

CARRIED

NB-4 Bulk Crude Oil Carriers

Moved by Councillor Carty, seconded by Councillor Currie, that the letter be received.

CARRIED

NB-5 NDIT Grant Writing Support Program

Moved by Councillor Currie, seconded by Councillor Carty, that the Village of Masset apply to the Northern Development Grant Writing Support program for 2026 for up to \$8,000.00 for local governments that employ a full-time, part-time or on-demand grant writer and to make a financial contribution towards the grant manager position of up to \$42,000 plus benefits, depending on hours worked.

CARRIED

NB-6 BC Hydro Regreening Grant

Moved by Councillor Carty, seconded by Councillor Currie, that the Village of Masset proceed with the application per Andrew Hudson's drafted recommendation and apply for the BC Hydro Community ReGreening Grant for up to \$10,000.00

CARRIED

NB-7 Compost

Moved by Councillor Currie, seconded by Councillor Carty that the Village of Masset have public works transfer some compost from Old Massett to the community garden.

CARRIED

PUBLIC QUESTION PERIOD

ADJOURNMENT TO CLOSED MEETING

Moved by Councillor Johnston the meeting be adjourned at 7:42 pm.

Village of Masset Regular Council Meeting of January 26, 2026

Recording Secretary

Mayor

Certified Correct, Administrator



Board Highlights

January 2026

Delegations:

Dianne Villeseche, Programs Manager with Ecotrust, presented to the Board Ecotrust's food security program and regional initiatives which support food security through greenhouse farming projects in the North Coast region. The presentation highlighted the importance of food security for youth and the value that involving youth in the food growing and preserving process brings.

Des Nobels with Friends of Wild Salmon and Alaina Pyde, Project Developer with T. Buck Suzuki Environmental foundation presented their concern regarding the Memorandum between Canada and Alberta that threatens the purpose of Bill-C 48 Crude Oil Tanker Exclusion Act with Canada agreeing to consider an oil pipeline to the North Coast sea.

Board Business:

1. The Board resolved to send a letter to the Prime Minister copying the Premier of B.C. reaffirming the North Coast Regional District's support of Bill C-48.
2. The Board resolved to submit three (3) resolutions to the Association of Vancouver Island and Coastal Communities for consideration at their 2026 AGM & Convention for the following topics:
 - a. Alaska State Ferry Terminal Reinstatement in Prince Rupert;
 - b. Small Craft Harbour Divesture; and
 - c. UBCM no Duplicate Resolution Policy Opposition.
3. The Board resolved to send a letter to the Ministry of Transportation and Transit with respect to the Highway 16 washout on Haida Gwaii and request a detailed report on planned repairs and preventative works.
4. The Board resolved to send a letter to the Department of Fisheries and Oceans regarding the review of the B.C. Salmon Allocation Policy and request that current recreational harvest levels are protected.
5. The Board conducted a Special (Round 1 Budget) Meeting January 16, 2026 for an initial review of the NCRD's 2026-2030 proposed financial plan.

For complete details of NCRD Board meetings, the Agenda and Minutes are posted online at www.ncrdbc.com.

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.

Chief Administrative Officer

Mayor

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

2025

SMS ANNUAL REPORT

Masset Municipal Airport



Village of Masset

wings waves wilderness www.massetbc.com



To: Mr. Josh Humphries, Accountable Executive
From: Priscilla Pereira, Project Lead, Airport Safety Programs
cc: Gary Suha, Airport Manager
Date: January 21, 2026
Subject: 2025 Masset Municipal Airport SMS Annual Report

Attn: Mr. Josh Humphries,

Masset Airport strives to foster the development of a safety consciousness in all members of the community for the purpose of minimizing risk of injury to persons, damage to property, and ensuring that aviation safety is maintained at an acceptable level through hazard identification and safety risk management.

By its very nature, the goal of the annual report is to showcase the significant activities that occurred between January 1 to December 31, 2025.

With the strategic partnership between Masset and WASCO, it is important to view the year not only as the culmination of our efforts and accomplishments, but as a gateway leading to 2026.

Priscilla Pereira
Project Lead, Airport Safety Programs
WASCO
P 204-291-3660
E ppereira@wasco.ca



Annual Overview

The Safety Management System (SMS) continued to mature and strengthen. The airport manager (APM) along with the staff maintainers consistently conducted Daily airport inspections (DAIRs), SMS hazard reporting, and ensured completion of Objectives and Goals and regulatory tasks.

Some hazards remain open, primarily related to vegetation penetrating the Obstacle limitation surfaces (OLS). These hazards were managed by issuing NOTAMs and ongoing SMS updates. Continuous reporting also identified additional areas requiring attention, including ponding, pavement resurfacing, Bird and Wildlife, etc. The continuous reporting processes and implemented improvements continue to support a safe, compliant, and well managed airport.

As WASCO continues to oversee the SMS program, the following were administered for 2025:

- Objectives and Goals
- Audit Findings
- Hazard Identification Risk Assessments – N/A
- Airport Inspection Reports
- SMS Bird & Wildlife
- SMS Hazards
- SMS Task Calendar



Objectives and Goals

The 2025 objectives and goals were developed utilizing the SMART concept as follows:



3 objectives were developed alongside the necessary goals needed to obtain these objectives. As a result, the following were created:

Objective 1	Bird & Wildlife Strike reporting and Species tracking	Status
Goal 1	AWLMP contains accurate and compliant risk assessment	Completed

Objective 2	Reduction in the occurrence of FOD	Status
Goal 1	Create and implement a FOD reporting program	Completed
Goal 2	Increase FOD patrols.	Completed
Goal 3	Implement a Bi Annual airport community FOD walk	Estimated completion date: April 30,2025

Objective 3	Preventative Maintenance Manual Implementation	Status
Goal 1	Ensure training and PM documentation is complete.	Completed
Goal 2	Train staff on the contents of the PM Manual	Completed
Goal 3	Implement PM manual and schedule	Completed

Objective 2, Goal 3 is targeted for completion by the second quarter. This is to facilitate with the development of SOP and enhance awareness and preparation to all stakeholders.

2026 Objectives and goals to be drafted with in the first quarter and uploaded into SMS program.





Audit Findings

Transport Canada Civil Aviation Audit (TCCA)

No TCCA was conducted in 2025,

Quality Assurance Program Audit (QAP)

QAP audit is to be conducted at intervals not exceeding 3 years which will evaluate the airport for regulatory compliance. The most recent QAP audit at Masset Municipal Airport was completed in 2023 and the airport is due for its next QAP audit by September 2026.

Hazard Identification Risk Assessment (HIRA)

The aim of the HIRA process is to evaluate a hazard or potential hazard scenario that may impact, or compromise safety related to personnel and/or aviation by minimizing the level of risk by adding or improving existing control measures. The four basic principles when conducting a HIRA are to:

- 1) Identify the Hazard;
- 2) Identify the Risk Scenario;
- 3) Implement a Risk Control Strategy; and
- 4) Monitor for Effectiveness

There were no HIRAs drafted for 2025.

Daily Airport Inspection Reports (DAIR)

Subject to Section 2.5 of TP312 which related to the Condition of the Movement Area and Related Facilities, an airport inspection is to be conducted daily to evaluate these conditions and to fulfill the obligations listed in the Airport Operations Manual (AOM).

Daily Airport Inspection Reports	Target # of DAIR	DAIR Filed	Completion Rate %
2024 Total	*333	328	98%
2025 Total	*333	328	98%

Note: The following DAIRs were missed 2025:

June 23,27; July 2,9; December 29. Hazards filed for the missed DAIRs are attached under Appendix A

**Below is a section of the Airport Operations Manual that indicates the reasoning to the low Target # of DAIR requirements.*

1.2.1 AIRPORT OPERATIONS

Masset Municipal Airport has an operational staff on site as per the following schedule: 16-24Z† excluding statutory hols May 1-Sep 30; 16-20Z† and 21-24Z† Sun-Fri excluding statutory holidays Oct 1-Apr 30 with prior notice (PN) requirements as published in the CFS:

Normal working hours for the administration office are Monday to Friday 0800 to 1600.



Safety Management System

Bird & Wildlife

As part of SMS, bird and wildlife occurrences are tracked to provide management with the necessary information to make informed decisions on whether to accept or mitigate the risk by accepting the current risk control strategies or implementing new methods to deter wildlife from the airport environment.

Below tables is a comparative analysis from 2023-2025.

Comparative analysis

	Occurrences 2023	Occurrences 2024	Occurrences 2025
Bird Activity	145	104	214
Birds Culled	0	0	0
Bird Strike	7	0	4
Wildlife Activity	23	8	6
Wildlife Culled	0	0	0
Wildlife Strike	0	0	0

This data can be used to support the Risk Analysis report, in accordance with CAR 302.304 (2).

Increase bird activity in 2025 is due to enhanced monitoring, improved reporting practices and increased vigilance by the APM and staff. Current deterrent measures do not appear to be consistently effective over the long term.

Further discussion and evaluation are recommended to determine the need for alternative bird deterrent strategies. A possible Objective and goal may assist in improving the effectiveness of wildlife hazard management. Current deterrent methods include the use of bangers, flare guns, pyrotechnics, and visual repellent- airport truck. **Attached Appendix B contains strike report.**

Breakdown by Species

	2023	2024	
Bird Activity	Geese -93	Canada Geese – 139	Sandhill crane – 95
	Sandhill Cranes- 26	Sandhill Crane – 159	Canadian geese – 79
	Bald Eagles – 4	Barn Swallow – 3	Unknown - 17
	Ravens – 4	Bald Eagle – 3	Barn Swallow – 8
	Robins – 3	Robins – 3	Sparrow – 3
	Killdeer – 3	European Starling -2	White fronted goose – 2
	Sparrow -2	Snow Goose -1	Robins - 2
	Barn swallow- 3	Baird's Sandpiper -1	Bald eagle – 1
	European Starling -1	Unknown -3	Raven - 1
	Starling -1		Duck family misc. – 4
	American Crow -1		Hawks – 1
	Glaucous Gull -1		American Crow- 1
	Unknown -2		
Bird Strike	Geese -4		Sandhill Crane – 2
	Barn Swallow - 3	0	Birds (Unknown) – 1
Wildlife Activity			Barn Swallow – 1
	Deer -24	Deer -8	Deer - 6



Safety Management System

SMS Hazards

As hazards are identified, they are reported and classified into their respective categories based on information that has been provided. This in turn, drives the SMS metrics to analyze possible trends and to act accordingly to minimize, mitigate, or eliminate the hazards. While SMS does track a comprehensive list of hazard related categories, the following list of categories are the top 3 hazards that were identified for this year in comparison with 2023- 2024.

Comparative Analysis

Primary Category	2023	2024	2025
Airfield	132	123	166
Airfield Lighting	35	39	14
Operations	26	13	8

Increase in airfield hazards due to enhanced reporting from APM and staff. The majority of FOD is bird excrement due to high bird activity.

Hazard Category Breakdown

	2023	2024	2025
Airfield	FOD- 127 Runway -5 Apron-1	FOD- 108 Runway -11 OLS-Obstacle Limitation Surface – 2 Apron – 2	FOD -159 Runway(ponding)- 6 Power failure - 1
Airfield Lighting	Runway Edge Light- 13 Threshold & Runway End lights -5 Apron Edge light -6 Runway threshold identification lights - 2 Windsock -2 Direction & Location Signage -2 PAPI -2 Taxiway Edge Light -1 ARCAL-1 Runway threshold Iden. Lights- 1 Apron Amber Light -1	Runway Edge Light- 16 Threshold & Runway End lights -7 Apron Edge light -5 Runway threshold identification lights -2 Aerodrome Beacon -2 Direction & Location Signage -2 PAPI -1 Flight Maneuvering Hazard Light -1 Visual Alignment/rwy Iden. Lights-1 Obstruction light -1 Taxiway Edge Light -1	Runway Edge Light- 10 Windsock – 1 Aerodrome Beacon – 1 Mandatory Instruction Signage - 2
Operations	Missed Daily Inspection reports- 8 Winter Operations (Snowfall)- 5 Documentation (Manuals) -5 AMSCR –(Nav down) -1 Remotely Piloted Aircraft (Droned) -1 Preventative Maintenance -1 Operations -1	Missed Daily Inspection reports-12 Documentation -1	Missed Daily Inspection reports-6 Emergency Radios -1 AMSCR -1



Safety Management System

SMS Task Calendar

To keep the airport on track to meet its SMS and regulatory obligations, the Task Calendar is there to support the necessary functions to ensure that these tasks are completed in a respectable time frame.

	2024	2025
Completed	30	49
Incomplete/Overdue	0	0
Total	30	49

The increase of Regulatory tasks in 2025 reflects ongoing continuous improvements, including the centralize location to house documents for timely access and efficiency when requested by Transport Canada.

Masset Municipal Airport has achieved a success rate of 100% for both years. Congratulations Gary and the team!





Moving Forward

An effective SMS cannot exist without a positive safety culture. This is achieved by a program that can implement and promote a robust safety culture where employees are encouraged to share potential problems without punitive measures.

SMS provides a layered approach to prevent rare, complex-cause incidents and beyond through effective reporting. This safety culture will help forecast accident/incident rates and shows how effective the SMS program is.

In 2026, the SMS team will continue to drive implementation and standardization through its focus areas: increasing external participation, providing governance and oversight, standardizing documentation, and providing support when needed.

As the working relationship between Masset Airport and WASCO evolves, the safety culture will continue to strengthen.



Increase External Participation

- Promoting a Positive Safety Culture
- Providing External Feedback



Providing Governance & Oversight

- Assistance on Regulatory Documentation
- Ensuring SMS Metrics Are Within Tolerable Range



Standardize Documentation

- Safety Reports
- Safety Promotion Material
- Reference Information



Providing Ongoing Support

- Ensuring SMS Metrics Are Within Tolerable Range
- SMS Survey

Appendix A- 2025 ZMT Hazard Registry Missed DAIRS



Hazard ID	Airport Code	Occurrence Date	Classification Type	Hazard Type	Primary Category	Hazard Category	Hazard Description	Initial Action Taken	Initial Risk Index
CZMT_31774	CZMT	06/23/25	SMS	Hazardous Occurrence	Operations	Operations - Daily Airport Inspection Report	Missed Daily Airport Inspection report	Filed Hazard on behalf of the enterprise (airport). APM to review and comment	[P2][S1]-3 Low
CZMT_31775	CZMT	06/27/25	SMS	Hazardous Occurrence	Operations	Operations - Daily Airport Inspection Report	Missed Daily Airport Inspection report	Filed Hazard on behalf of the enterprise (airport). APM to review and comment	[P2][S1]-3 Low
CZMT_31834	CZMT	07/02/25	SMS	Hazardous Occurrence	Operations	Operations - Daily Airport Inspection Report	No daily inspection report filed on July 2, 2025	Filed Hazard on behalf of the enterprise (airport). APM to review and comment	[P2][S1]-3 Low
CZMT_31846	CZMT	07/09/25	SMS	Hazardous Occurrence	Operations	Operations - Daily Airport Inspection Report	Daily inspection was not filed on July 9, 2025.	Filed Hazard on behalf of the enterprise (airport). APM to review and comment	[P2][S1]-3 Low
CZMT_34386	CZMT	12/23/25	SMS	Protective Report	Operations	Operations - Daily Airport Inspection Report	There will be no Daily Inspection Report for the following dates: December 25, 27, 29, and 31 January 1 and 3, 2026	APM has notified WASCO via email APM has notified Medevac Operator APM will be issuing NOTAM for each date outside of what is published in the CFS APM will be working with airport staff to discuss after hours and weather related call out procedure	[P2][S1]-2 Low

Appendix B - 2025 ZMT Bird & wildlife strikes



Hazard ID:	Airport Code:	Occurrence Date:	Classification Type:	Hazard Type:	Primary Category:	Hazard Category:	Hazard Description:	Initial Action Taken:	Initial Risk Index:	Species Type:
CDMT_2804	CDMT	02/05/25	SMS	Hazardous Occurrence	Bird Strike	Bird & Wildlife - Bird Strike	<p>BIRD STRIKE Pilot from Pacific Coastal Airlines flight 89022 reported a bird strike on the runway. The bird did not remain and continued on to Vancouver.</p>	<ul style="list-style-type: none"> -APM advised airport staff to do runway check for bird. -Airport staff reported no bird remains where reported. -APM accepted strike to Pacific Coastal and Transport Canada. 	[P8](S1) - 3 Low	bird
CDMT_31702	CDMT	06/24/25	SMS	Hazardous Occurrence	Bird Strike	Bird & Wildlife - Bird Strike	<p>BIRD STRIKE Sandhill Crane bird struck top of the prop of Pacific Coastal Saab 340B on landing roll.</p>	<ul style="list-style-type: none"> -APM instructed airport staff to remove bird remain off runway. -APM accepted strike to Pacific Coastal and Transport Canada. -APM took pictures of aircraft and bird remains. -APM advised Transport Canada and filed strike report with TC. -APM advised Pacific Coastal SMIS manager of incident. 	[P8](S1) - 3 Low	Sandhill Crane
CDMT_31722	CDMT	06/26/25	SMS	Hazardous Occurrence	Bird Strike	Bird & Wildlife - Bird Strike	<p>BIRD STRIKE Summit Falcon X-COOF was on final approach to runway 13 when it struck several Sandhill crane when aircraft was just about to touch down. Flight climbed and engine power. Unknown what bird or damaged aircraft took and PIC did not declare any emergency on Unicom radio.</p>	<ul style="list-style-type: none"> -APM advised APM of the incident and removed bird remains off the runway. -Airport staff advised maybe 5-7 Sandhill crane. -APM advised Summit dispatch of the incident. -APM did strike report to Transport Canada and Transport Canada. -APM discussed incident with Village CAO. -APM advised staff to increase wildlife checks for any potential food source and remove them. -APM to monitor Sandhill Crane more extensively. 	[P8](S1) - 3 Low	Sandhill Crane
_3288	CDMT	06/16/25	SMS	Hazardous Occurrence	Bird Strike	Bird & Wildlife - Bird Strike	<p>BIRD STRIKE Wicket (WJ) Errows 8877 G400 advised on airport unicom that they had a bird strike on the runway. Airport staff conducted runway inspection and did not find any remains and they advised JPM that they had a bird strike on the runway. The bird was a Barn Swallow and they continued on to YVR without incident.</p>	<ul style="list-style-type: none"> -APM advised WJ operations team of the bird strike. -APM filed TC strike report and attached it to hazard report. 	[P8](S1) - 3 Low	Barn Swallow



Acknowledgment Signatures

Josh Humphries

ZMT Airport
Accountable Executive

Gary Suha

ZMT Airport
Airport Manager

Priscilla Pereira

Project Lead-
Airport Safety
Coordinator -
WASCO

End of meeting notes:

1. A reminder of the QAP audit for 2026
2. Gary to update the OLS CAP comments in SMS program. Once completed, please advise and we can generate the OLS report and email.
3. Objectives and goals due by end of Q1 (March 31,2026)
4. Jessica Charbonneau attended the meeting and introduced herself to Joshua and Gary.



REPORT TO COUNCIL

File number: 2026-02-11

MEETING DATE: 2026-02-9

AUTHOR: Joshua Humphries

SUBJECT: Crown Land Tenure Application / Airport

PURPOSE:

STAFF REQUEST COUNCIL SUPPORT THE APPLICATION FOR THE CROWN LAND TENURE IN THE FORM OF A RESOLUTION.

BACKGROUND

For the Airport to proceed with tree clearing, the Village must apply to the Ministry of Water, Land and Resource Stewardship for authorization.

COUNCIL ACTION

To move the resolution as stated below:

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.

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.



REPORT TO COUNCIL

File number: 2026-02-01

MEETING DATE: 2026-02-09

AUTHOR: Andrew Hudson, grant manager

SUBJECT: Masset Labour Market Study

PURPOSE

To seek a council resolution of support to apply for a grant of up to \$50,000 in 90% project funding from the NDI's Labour Market Research Plans program.

BACKGROUND

On Dec. 8, council voted in favour of sending a generic application to the NDI's Labour Market Research Plans program until a more detailed project budget could be developed.

Since then, village staff have received a detailed scope of work and quote for a Labour Market Research Plan for Masset (attached). Staff at NDI requested a more detailed council resolution that confirms the village intends to apply for up a grant of up to \$50,000 and will contribute 10% of the project budget.

KEY PROJECT CONSIDERATIONS

- The resulting labour market plan must include a detailed review of Masset's current workforce (including estimates of working-age population and skill levels), current business landscape (include business sizes and industry types), and current/predicated employment opportunities (including skills required and current workforce gaps)
- Besides using available labour force data from Statistics Canada, BC Stats, WorkBC and Employment and Social Development Canada, the plan will be based on interviews with local businesses and service agencies.
- The plan will highlight strategic opportunities to fill gaps in the local labour force. These may include promoting industry-specific training programs, or new incentive programs and economic-development policies that aim to retain and attract residents who can fill labour-force gaps such as changes to local land-use or housing policies.

RECOMMENDATION

That the Village of Masset support a grant application of up to \$50,000 from the NDI's Labour Market Research Plans program and commit to contribution 10% of the project budget.

ATTACHMENTS

- 2026-01-28 Village of Masset Labour Market Study (Urban Systems Ltd.)
- Draft budget—2026 Masset Labour Market Study



REPORT TO COUNCIL

File number: 2026-02-01

MEETING DATE: 2026-02-09

AUTHOR: Andrew Hudson, grant manager

SUBJECT: 2026 Emergency Operations Centres Equipment and Training Grant

PURPOSE

To seek council support for a grant application of up to \$30,000 in 100% funding from the UBCM's 2026 Emergency Operations Centres Equipment and Training program.

BACKGROUND

The Union of B.C. Municipalities' Emergency Operations Centres Equipment and Training program offers grants of up to \$30,000 in 100% funding to municipalities and First Nations. Municipalities that apply are encouraged to engage with local First Nations as they develop and deliver on their EOC projects.

KEY PROJECT CONSIDERATIONS

- Applications are due Feb. 27
- Eligible costs include EOC training and exercises, volunteer recruitment, communications equipment, tsunami sirens, mobile EOC trailers, minor EOC renovations, and essential EOC supplies (i.e. office supplies, 72-hour supply of food and water, First Aid kits, personal protective equipment, basic furniture and appliances, and fixed or mobile storage containers)
- Major renovations or construction of a new, fixed EOC are ineligible costs
- For off-island training, eligible costs include course fees, travel and per diems, not wages
- Staff are developing a project budget that includes a satellite phone, food/water supplies, fuel storage and training

RECOMMENDATION

That the Village of Masset council support a grant application to the UBCM's 2026 Emergency Operations Centres Equipment and Training program for up to \$30,000.



REPORT TO COUNCIL

File number: 2026-02-03

MEETING DATE: 2026-02-09

AUTHOR: Andrew Hudson, grant manager

SUBJECT: Masset Skatepark Construction Project

PURPOSE

To seek council's support for an application to the new Athlii Gwaii Legacy fund Revitalization Stream for funding towards the construction of a Masset skatepark.

BACKGROUND

In September 2024, the Village of Masset received an engineered plan to build a concrete skatepark for beginner to intermediate skateboarders in the Masset community park that can double as a pump track for cyclists. As of October 2024, the estimated cost to build the skatepark was \$1,052,215 (including a contingency of 15%).

KEY PROJECT CONSIDERATIONS

- The skatepark project may be eligible for an Athlii Gwaii Legacy fund Revitalization Grant, which aims to support economic diversification, resilience and self-sustainability of Haida Gwaii communities.
- Applications to the Athlii Gwaii Legacy fund must include at least one other funding source, whether a financial contribution from the village or another grant funder
- Applications are made in two stages. Stage one will establish whether the project is eligible for funding or not.
- Note that the Gwaii Trust Society is not offering its Major Contributions grant this year, which normally offers grants of up to \$200,000 or \$250,000
- The village already applied for a \$150,000 grant towards the skatepark from the Co-op Community Fund, but it was declined and the grant program has since been discontinued

RECOMMENDATION

That the Village of Masset consider whether to direct staff to prioritize an application to the Athlii Gwaii Legacy fund for construction of the proposed Masset Skatepark.

ATTACHMENTS

- Athlii Gwaii Legacy — Revitalization Funding Guide



Athlii Gwaii Legacy (AGL) - Revitalization: Funding Guide

Date Updated: January 21, 2026

Introduction

The purpose of this document is to provide guidelines for the Revitalization grant application on Haida Gwaii.

Program Overview

One of Athlii Gwaii Legacy's goals is to support the increase of economic diversification, resilience and self-sustainability of the communities and residents of Haida Gwaii.

Over-arching Goals for Sustainability, Security and Sovereignty

- Job creation.
- Local business opportunities.
- All-island benefits.
- Leverage external funding.
- Collaboration with other development groups to maximize funding.
- Community consultation.

Examples of projects for Revitalization Grant Program

- **Projects that support economic development on Haida Gwaii.**
- **Partner with colleges and institutes for local skills training needs.**
- **Food Security (food production, distribution, storage).**
- **Inter-island ferry / transportation.**
- **Boat building.**
- **Locally-processed forest products.**
- **Trails.**
- **Tourism.**
- **Barge / container loading facility.**
- **Recycling facility.**



Eligible Applicants

Funding is available for Haida Gwaii-based organizations that meet the Gwaii Trust Society residency requirement: operating within the community for at least five consecutive years.

- **Not-for-profits**
- **Local government**
- **Sole Proprietorships**
- **Incorporated companies**

The Gwaii Trust Society will not fund projects that relieve the provincial and/or federal government of its obligations.

Application Process

- Initial funding to be a callout for Request for Proposals.
- Applications must be for capital projects that generate jobs on island and increase economic diversification. Certain activities may not be eligible for funding. Appendix A provides a list of eligible project types and ineligible activities.
- Applications must include all feasibility studies (if applicable), design and implementation details and a business plan to demonstrate that the project is ready for tender. All required permits or approvals must be either in place or identified, including action plans to submit and receive approvals.
- Applications must detail other capital funding contributions. Capital funding may include own-source revenue, in-kind contributions, debt financing, or grants and contributions from other agencies.



Key Criteria in Determining Funding Decisions

All applications to the Revitalization grant program will undergo a thorough review process, which could include a feasibility assessment, to ensure that the proposed projects are practical, sustainable, and deliver meaningful benefits to the people of Haida Gwaii. This review process helps us ensure that funding decisions are fair, accountable, and aligned with the long-term well-being of our communities.

APPLICATION REVIEW PROCESS	SCORE	CRITERIA
ECONOMIC DIVERSIFICATION, SUSTAINABILITY a. Achievable projected outcomes b. Project Cost measured by Funding Request c. Mitigation of project risks identified d. Supported by expertise	/30	What will the project achieve? What is the cost of the project? How robust and reasonable is the risk analysis?
ISLAND WELL-BEING e. Social Outcomes f. Economic Outcomes g. Job Creation	/20	Will the project directly result in social and economic outcomes that strengthen island well-being?
TECHNICAL h. Technical feasibility i. Unintended risks analysis	/15	How technically sound is the project as detailed in the implementation design? How well are unintended risks identified and mitigated (example heavy equipment)?
FINANCIAL j. Project Finance k. Project Viability	15/	How strong is the capital planning? How viable is the project in the long-term? How many years will funding be required? Is there a contingency plan?
PROJECT MANAGEMENT l. Project Plan and Timetable m. Project Team n. Operations & Maintenance	/10	How reasonable is the project plan and timetable? How strong is the project team, including community resources and consultants? How robust is the operations and maintenance plan?
COMMUNITY ENGAGEMENT o. Community Engagement p. Partnership Creation	/10	How supportive is the community of the project? If applicable, how does this project integrate with other similar programs?
Total:	/100	



Developing Project Applications

The AGL Project Specialist will work closely with applicants during Part I of the application process. Staff will confirm that a project concept meets the eligibility criteria to proceed to a full application. **To determine a project’s eligibility, applicants are encouraged to submit Part I of the Revitalization Grant Application form as early as possible.**

Project Application

All funding applications must include:

Part 1

1. Name of eligible Applicant (not-for-profit, business, local government).
2. Funding amount requested.
3. A brief description of the nature of the revitalization project, and an explanation of how it aligns with the Fund Goals.
4. Explanation of the scope of work of the project, activities to be funded, along with specific deliverables of the work for which funding is being requested, and the project time-period with start and end dates.

Part 2 - to be done after AGL Project Specialist has reviewed Part 1

5. A detailed capital expenditure budget for the project investment, including valid quotations for materials and construction.
6. A project plan and schedule that details the project activities and deliverables.
7. A business plan to demonstrate the economic viability of the project.
8. An operations and maintenance plan to demonstrate how the proposed project will run in the future, if applicable.
9. Team biographies and/or resumes to demonstrate the management team’s experience and qualifications in managing the proposed project.
10. Completed studies to demonstrate the feasibility of the proposed project.
11. A council or board resolution supporting the proposed application and funding request.
12. Engineering design and implementation details to demonstrate that the project is ready for tender.
13. All required permits or approvals must be either in place or identified, including action plans to submit and receive approvals.



Review and Approval

The AGL Project Specialist will collaborate with every applicant throughout the review and approval process and address any questions regarding project eligibility and viability with the applicant. As mentioned above, all eligible projects will be reviewed and ranked by the AGL Committee and those funding recommendations will be provided to the GTS Board of Directors for Approval. GTS can decline a funding application recommended by the committee and/or recommend the application be returned for review at a future program funding intake if funding remains.

In the event the value of the applications received and reviewed by the committee is more than the available funding, the committee may recommend lower-ranked projects or a combination of projects to maximize the investment based on the funding available.

The committee will recommend projects for approval based on the following considerations:

- Meets all minimum requirements, and
- The scores achieved in the application review process.

The committee will include:

- Key issues and considerations.
- Conditions and estimated time line for disbursement of funds; and
- Interim and final reporting requirements.

If an application is not approved, GTS Board of Directors and staff may make recommendations to support the re-submission of the application.

Monitoring, Reporting and Project Evaluation

A funding agreement must be signed by GTS and the applicant before disbursement of any funds. The funding agreement will address:

- Disbursement conditions
- Estimated time line and project milestones, and
- Reporting requirements.

As required by GTS up to 40% of the funding contribution may be disbursed once a funding agreement has been signed and all subsequent disbursements will be based on achieving project milestones as outlined in the signed funding agreement.

The applicant will be required to submit progress reports and a final report that demonstrates appropriate monitoring and evaluation. This includes the degree of success in achieving stated objectives as presented in the approved funding application.

GTS staff will be responsible for monitoring compliance with the terms of the funding agreement and evaluating the outcomes of all funded projects.



APPENDIX A

Definitions:

“Sustainable” means an activity that can be continued over many years, without any significant adverse impacts on the environment and without diminishing the ability of other people, other species or future generations to survive and prosper.

Examples of Eligible and Ineligible Project Types, Eligible and Ineligible Costs, and Activities not eligible for funding:

Project types which are eligible for funding:

- Projects that support economic development on Haida Gwaii.
- Partner with colleges and institutes for local skills training needs.
- Food Security (food production, distribution, storage).
- Inter-island ferry / transportation.
- Boat Building.
- Locally processed forest products.
- Trails.
- Tourism.
- Barge / container loading facility.
- Recycling Facility.

Project types which are ineligible for funding:

- Projects that have the potential to do harm (for example, cryptocurrency mining or AI data centres).
- Technologies that are not proven.
- Current operation expenses.



Eligible Costs:

Eligible costs are all direct costs properly and reasonably incurred and paid specifically to the project. Eligible costs include:

- Professional and technical services (i.e. engineering).
- Contract labour and equipment for project construction, including site preparation.
- Training costs directly related to the construction and/or the operations and maintenance of the project.
- Overhead costs (i.e. administrative costs, consulting costs, office supplies, printing) **this cannot exceed 10% of the requested funding amount**
- The incremental costs of employees who are directly involved in the construction of the project.
- Travel (transportation, accommodation, meals and allowances) following CRA guidelines.
- Technology procurement; and
- Associated materials.

Ineligible Costs:

The following are deemed ineligible costs:

- Preliminary planning and design work.
- Costs related to developing a funding application and application-supporting documentation.
- Costs incurred for cancelled projects.
- Land acquisition.
- Real estate and other fees related to purchasing land and buildings.
- Financing charges, legal fees, and interest payments on loans, including those related to easements (i.e. associated surveys).
- Salaries and other employment benefits for costs associated with operating expenses and regularly scheduled maintenance work, and any costs related to the activities normally carried out by existing staff, except those indicated in Eligible Costs.
- Costs associated with operating expenses and regularly scheduled maintenance work.
- Leasing land, buildings and other facilities.
- Leasing of equipment other than equipment directly related to the construction of the project.
- Costs related to the furnishing and non-fixed assets which are not essential for the operation of the asset/project.
- Any goods and services costs which are received through donations or in-kind; and
- Taxes for which the ultimate recipient is eligible for a tax rebate and all other costs eligible for rebates.



Funding will not be approved for any of the following activities:

- Any activity inconsistent with any ecosystem-based management (EBM) land and resource management objectives;
- Costs associated with meeting statutory obligations of the Council of the Haida Nation, provincial or federal governments or other regulatory bodies.
- Political activities as defined by the Income Tax Act; and
- Any activity or expenditure for initiatives not consistent with Haida laws, federal or provincial laws, permits or authorization conditions, regulations, established policies, orders, and/or approvals.
- Any activity inconsistent with Gwaii Trust Society bylaws, constitution and/or policies.
- Any activity that is not Sustainable, as defined herein and determined at the sole discretion of the Fund; and
- No funding will be provided for expenditures incurred before the date the funding agreement is signed.