

**A G E N D A**  
**for**

**REGULAR COUNCIL MEETING**  
**June 24, 2024**

**COUNCIL CHAMBERS 7:00 PM**

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

**COUNCIL MEETING MINUTES**

June 10, 2024 Council Meeting Minutes

**PETITIONS AND DELEGATES**

**Chris Ashurst - Search and Rescue Base and Marine Rescue**

**CORRESPONDENCE**

**C-1 Office of the Minister of Housing**

**C-2 City of Prince George**

**VERBAL REPORTS OF COUNCIL/CAO/CFO**

**BYLAWS**

**Bylaw No. 671 Zoning Bylaw Amendment**

**NEW BUSINESS**

**NB-1 Council Summer Schedule**

**NB-2 Masset Paving Program Change Order Ratification**

**NB-3 NDI 2024 Façade Program 2<sup>nd</sup> Intake**

**PUBLIC QUESTION PERIOD**

**ADJOURNMENT**

Village of Masset Regular Council Meeting of June 10, 2024

Minutes of the Regular Council Meeting held June 10, 2024 in the Council Chambers.

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

**CALL TO ORDER**

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

The meeting was called to order at 7:02 pm.

**ADOPTION OF AGENDA**

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

CARRIED

**COUNCIL MEETING MINUTES**

**Council Meeting Minutes May 27, 2024**

Moved by Councillor Currie, seconded by Councillor Johnston that the May 27, 2024 Council meeting minutes be adopted as presented.

CARRIED

**MINUTES AND REPORTS OF OTHER ORGANIZATIONS**

**NCRD Board Highlights May 2024**

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

CARRIED

**PETITIONS AND DELEGATES**

Sgt. Damon MacDonald Masset RCMP

Sgt. MacDonald reported there was not much difference in call volume from this time in 2023. The RCMP are continuing their proactive efforts with traffic enforcement, foot patrols and sessions with youth on bullying and online safety.

Sgt. MacDonald will be leaving at the end of June and is not sure when his replacement will arrive, it could be 1.5 to 6 months. Evan Hobbs will be the interim sergeant during that time.

Councillor Pages thanked Sgt. MacDonald for all his work while in Masset and wished him well in Saskatchewan.

**VERBAL REPORTS OF COUNCIL/CAO/CFO**

Councillor Johnston did not attend any meetings.

Councillor Currie had a discussion with Mike Racz at Community Futures.

CFO Brown has been working on taxes.

CAO Humphries reported that the ACAP runway rehabilitation application is in; he attended the Park to Pier groundbreaking ceremonies and Seaplane Spit public engagement and is working on the Masset Stakeholders Paving Project.

Mayor Disney attended a health fair, VIRL meetings and the high school graduation ceremony.

Councillor Pages attended the Park to Pier groundbreaking ceremonies, Seaplane Spit public engagement, Masset Stakeholders Paving Project, and Protocol meetings.

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

CARRIED

**BYLAWS**

**Bylaw No. 670 Public Notice Bylaw**

Moved by Councillor Johnston, seconded by Councillor Currie that Bylaw No. 670 be reconsidered and adopted.

CARRIED

**NEW BUSINESS**

**NB-1 Business Façade Improvement Program – Allocation Meeting for 2024**

The deadline for applications was May 31, 2024, there were two successful submissions.

Moved by Councillor Johnston, seconded by Councillor Currie that the Village of Masset approve up to two thousand five hundred dollars (\$2,500.00) for eligible expenditures for the Façade Improvement Application for Pacific Wind and up to five thousand dollars (\$5,000.00) for Sam's Place.

CARRIED

**NB-2 Zoning Bylaw Amendment**

Moved by Councillor Johnston, seconded by Councillor Currie that the Village of Masset proceed with option #3 based on staff recommendation.

CARRIED

**NB-3 Pump Repair**

Moved by Councillor Johnston, seconded by Councillor Currie that the Village of Masset proceed with the pump repair for \$20,000.00 based on staff recommendation.

CARRIED

**ADJOURNMENT TO CLOSED MEETING**

Moved by Councillor Johnston, seconded by Councillor Currie the meeting be adjourned at 7:42 pm to a closed session.

CARRIED

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Certified Correct, Administrator

# Masset Marine Rescue Society

Royal Canadian Marine Search & Rescue - Unit 45  
PO Box 971 • Masset BC • V0T 1M0

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June 18, 2024

Greater Massett Development Corporation (GMDC)  
Old Massett Village Council  
Village of Masset Council

## **Masset Search & Rescue Base – Planning for the Future**

Masset Marine Rescue (MMR) and Archipelago Ground Search & Rescue (ArchSAR) would like to request an opportunity to discuss the future of the Marine & Ground Search & Rescue Base (SAR Base) located in the GMDC building at 1730 Hodges Ave, Masset.

MMR operates Royal Canadian Marine Search & Rescue Unit 45 (Masset), and our fast response rescue vessel Tagwaal out of Masset Harbour. We are a volunteer organization dedicated to saving lives on the water, and have operated for the past twenty years. Our volunteers are on call 24/7 to respond to calls from Canadian Coast Guard and the Rescue Coordination Centre for vessels and people in distress and supports the community through various volunteer efforts such as the providing the Kids Don't Float PFD loaner station at the dock, pumping out sinking vessels at the dock, and escorting youth and elders on paddling trips.

ArchSAR is the Provincially recognized ground Search & Rescue team for Haida Gwaii. We are partners with the BC Search & Rescue Association and our volunteers conduct tasks as requested by the Emergency Coordination Centre in partnership with the RCMP, BC Ambulance, Old Massett Fire & Rescue, and other local agencies.

Both MMR and ArchSAR have enjoyed a very important relationship with GMDC over the past twenty years through the use of the space in which the SAR Base operates to store equipment, carry out maintenance, conduct training, and stage rescue missions. We have not paid rent, and instead contribute through facility upgrades and maintenance. Most recently we are completing a lighting upgrade and doing maintenance on the exterior siding and gutters.

As part of our agreement with GMDC we have understood that GMDC intends to eventually divest itself of its assets, including the building housing the SAR Base. While we would ideally be able to come to an agreement with a new owner, that is a large unknown. We have been preparing and planning for when we will need to make alternate arrangements, however in order to establish a solution for housing the SAR Base we need to have as much notice as possible; ideally at least 16 months. Funding cycles require extensive preparation and long time lines, and so the more notice we can get the better.

We would also ask that if there is any possibility of novel approaches to how the 1730 Hodges building is divested, we be included in the discussion. Long term lease, rent

# Masset Marine Rescue Society

Royal Canadian Marine Search & Rescue - Unit 45

PO Box 971 • Masset BC • V0T 1M0

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payments, covering utilities, subdividing the space out for purchase, or any mechanism which would give us more stability would be very helpful. We are open to any discussions on the matter.

I would like to request the opportunity to meet with your respective Councils or a GMDC meeting to be able to discuss the situation and get an understanding of timelines and options.

I am available at any time to attend, present, or answer questions.

Respectfully,

A handwritten signature in black ink, appearing to read 'Chris Ashurst'.

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Chris Ashurst  
Director, Massett Marine Rescue Society  
President, Archipelago Ground Search & Rescue Society  
250-626-9003  
chris.ashurst@gmail.com



## BRITISH COLUMBIA

June 14, 2024

Ref. 68598

Dear Mayors and Chairs:

As you know, last fall, we passed legislation requiring local governments to update their zoning bylaws to make it easier to build Small Scale Multi-Unit Housing (SSMUH), like town homes, multiplexes, and laneway houses. These changes support our government's work to tackle the housing crisis and build more homes faster. We know local governments in BC have been working hard to comply.

I would like to remind you that the deadline for local governments to amend their zoning bylaws to comply with the new SSMUH requirements is fast approaching. All local governments are required to notify the Minister of Housing that they have amended their bylaws in accordance with the SSMUH requirements in Bill 44: *Housing Statutes (Residential Development) Amendment Act, 2023*, legislation by June 30, 2024. Direction on notification can be found on the Ministry website [here](#).

While the compliance date for zoning bylaw amendments is June 30, 2024, the requirements must be applied to all zones that met the definition in the legislation of a restricted zone on the date the legislation came into force, which was December 7, 2023. In preparing, amending, or adopting a zoning bylaw to permit the use and density required by the SSMUH legislation, a local government must consider any applicable guidelines for SSMUH, including the Provincial Policy Manual and Site Standards and any subsequent policy bulletins issued by the Province. These guidelines were developed to ensure that SSMU projects are viable so more homes will be available in our communities for people. Current and future resources can be found online at: [Local government housing initiatives - Province of British Columbia](#). Of note, the legislation also states that local governments must not unreasonably prohibit or restrict the use or density of use required by Bill 44 for SSMUH.

.../2

I would also like to remind you that the Province encourages local governments to allow for strata-titled SSMUH at every opportunity. This will increase opportunities for home ownership while still adding to the supply of rental housing in the secondary rental market.

Similarly, policy recommendations for parking contained in the [Provincial Policy Manual and Site Standards](#) highlight the influence of onsite vehicular parking requirements on the viability of SSMUH housing forms. Local governments should seek to minimize parking requirements when updating their zoning bylaws, and where appropriate, consider removing parking requirements for residential zones altogether.

Finally, if you have applied for an extension to the compliance date for the SSMUH requirements, please be assured the Ministry of Housing is processing applications, and decisions will be communicated as they are made. Local governments that have applied for an extension for part of their community are still required to adopt an amended zoning bylaw for all areas for which they have not requested an extension by June 30, 2024.

I look forward to our continued work together to ensure that all British Columbians have access to the homes that they need.

Sincerely,



Ravi Kahlon  
Minister of Housing

pc: Chief Administrative Officers  
City Managers

**From:** Mayor Admin <MayorAdmin@princegeorge.ca>  
**Sent:** June 14, 2024 2:19 PM  
**To:** mailbox@cariboord.bc.ca; admin@dawsoncreek.ca; info@fortstjohn.ca; cityclerk; cityhall@princerupert.ca; cityhall@quesnel.ca; cityhall@terrace.ca; corporateservices@williamslake.ca; district@100milehouse.com; d-chet@gochetwynd.com; district@fortstjames.ca; doh@houston.ca; district@hudsonshope.ca; districtofkitimat@kitimat.ca; info@district.mackenzie.bc.ca; info@newhazelton.ca; info@portedward.ca; info@districtofstewart.com; feedback@districtoftaylor.com; tradmin@dtr.ca; info@district.vanderhoof.ca; clerk@wells.ca; justask@northernrockies.ca; info@rdbn.bc.ca; district@rdffg.bc.ca; info@rdks.bc.ca; dc@prrd.bc.ca; info@ncrdbc.com; general@smithers.ca; village@burnslake.ca; village@fraserlake.ca; general@villageofgranisle.ca; info@hazelton.ca; admin@masset.ca; mcbride@mcbride.ca; office@portclements.ca; info@poucecoupe.ca; info@telkwa.com; village@valemount.ca  
**Subject:** Letter to Ministry of Municipal Affairs  
**Attachments:** Letter-Ministry of Municipal Affairs.pdf

Good afternoon,

Please find attached correspondence from the City of Prince George to the Ministry of Municipal Affairs. The City of Prince George is joining other local governments in requesting that the Ministry reevaluate planned legislative changes to the annual tax sale process. If your local government shares our concerns, we invite you to write the ministry as well

Thank you  
Jackie



**Jackie Bassett**  
Executive Assistant  
Office of the Mayor  
1100 Patricia Blvd, Prince George, B.C. V2L 3V9  
Phone: 250.561.7609  
[jackie.bassett@princegeorge.ca](mailto:jackie.bassett@princegeorge.ca) | [www.princegeorge.ca](http://www.princegeorge.ca)



## OFFICE OF CITY COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9  
p: 250.561.7600 | www.princegeorge.ca

14 June 2024

Honourable Anne Kang  
Minister of Municipal Affairs  
Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister Kang,

On behalf of the City of Prince George, we write to express concern regarding the proposed changes to the tax sale process, as outlined in Parts 5 and 6 of Bills 3 – 2023 and 42 – 2023 respectively (the “Amendments”) and to request that you work with municipalities to address concerns.

As you know, the proposed Amendments are in response to recommendations from the Office of the Ombudsperson following a complaint regarding a property sold at tax sale in the City of Penticton. While perhaps well intentioned, the Amendments in their current form present a risk of non-compliance on the part of municipal governments, while failing to provide the safeguards sought by the BC Ombudsperson.

Our staff share the concerns expressed by other municipalities. Specifically, we believe that the obligation to notify property owners and charge holders that a property is subject to tax sale by means of registered mail or personal service, no less than 60 days prior to the tax sale is unworkable. The City is mandated to wait for several independent taxing authorities (e.g. BC Assessment as one example) to provide their collection requisitions or taxing rates before finalizing the tax notices and before identification of delinquent accounts can be verified. As the taxing authority information is generally not provided until April of the given year, this adds additional pressures to this process without a recognized benefit.

Additionally, based on past experience with providing post-sale notice, we anticipate a large number of applications for substitute service will be required to come before the Courts to complete service, due to the City’s inability to confirm receipt of registered mail or effect personal service. Not only does this impose an unbearable administrative and financial burden on the City of Prince George and other local governments, but it will also overwhelm the Court system with an enormous number of substitute service applications by local governments at a time when there is already pressure on court services. Moreover, work performed to try and meet these new requirements will in turn detract from existing efforts made by our staff to work with property owners to bring their accounts into good standing prior to tax sale.

Also, in our experience a significant number of property owners wait until shortly before the day of the annual tax sale before clearing their outstanding balances. It is also known that financial institutions regularly take action in response to tax sale notices and initiate foreclosure proceedings to avoid the risk of monetary loss in the event of a change in ownership as a result of a tax sale. By mandating that all charge holders are notified in advance of the tax sale, there is real risk that financial institutions may initiate foreclosure proceedings at this earlier stage, which could result in property owners losing their homes.

We believe that these changes are unworkable and do not guarantee improvements to an already well managed process. We believe a broader review of the entire tax sale process should take place. We strongly urge you to take our concerns into consideration and work in partnership with municipalities to build a process that is workable to achieve the original desired objectives of the BC Ombudsperson.

Sincerely,

Prince George City Council

Document Number: 719574

# VILLAGE OF MASSET

## BYLAW NO. 671, 2024

### A bylaw to amend Zoning Bylaw No. 422

The Council for the Village of Masset, in open meeting assembled, enacts as follows:

#### Citation

1. This Bylaw is cited as “Zoning Amendment Bylaw No. 671, 2024.”

#### Amendments

Bylaw No. 422, Masset Zoning Bylaw, 1994 is hereby amended as follows:

1. Deleting the definition of **accessory suite** and replacing it with the following:
  - **accessory suite** means a separate dwelling unit which is completely contained within the principal residence.
2. Deleting Division 210 – Accessory Suite subsection (1) in its entirety and replacing with the following:
  - (1) Not more than one (1) Accessory Suite shall be permitted per dwelling unit in a single-family residential dwelling or two-family residential dwelling.
3. Amending Division 210 – Accessory Suite subsection (2) by:
  - a. striking out “two-family or”; and
  - b. inserting “or a double-wide manufactured home” after the word “dwelling”.
4. Amending Division 303.3 – Minimum Building Setbacks for the Residential 1 (R-1) zone by deleting the table in its entirety and replacing with the following:

Use	Front Lot Line Setback	Rear Lot Line Setback	Exterior Lot Line Setback	Interior Lot Line Setback
Principal Building	6 m (a) (b)	6 m	1.2 m	1.2 m
Accessory Buildings and Structures	6 m	0.5 m	3 m	0.5 m

5. Amending Division 304.3 Minimum Building Setbacks for Residential 2 (R-2) zone by deleting the table in its entirety and replacing it with the following:

<b>Use</b>	<b>Front Lot Line Setback</b>	<b>Rear Lot Line Setback</b>	<b>Exterior Lot Line Setback</b>	<b>Interior Lot Line Setback</b>
Principal Building (Single- Family or Two-Family Dwelling)	4.6 m	3 m	1.2 m	1.2 m
All other Principal Buildings	4.6 m	3 m	3 m	1.5 m
Accessory Buildings and Structures	4.6 m	0.5 m	3 m	0.5 m

READ A FIRST TIME THIS 24<sup>th</sup> DAY OF JUNE, 2024

READ A SECOND TIME THIS 24<sup>th</sup> DAY OF JUNE, 2024

PUBLIC HEARING HELD THIS 24<sup>th</sup> DAY OF JUNE, 2024

READ A THIRD TIME THIS 24<sup>th</sup> DAY OF JUNE, 2024

RECONSIDERED AND ADOPTED THIS 8<sup>th</sup> DAY OF JULY, 2024

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Mayor

Certified a true copy of the "Zoning Amendment Bylaw No. 671, 2024"

\_\_\_\_\_  
Administrator

**admin@masset.ca**

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**From:** cao@masset.ca  
**Sent:** June 19, 2024 10:46 AM  
**To:** s.disney@gmail.com; ma-director@ncrdbc.com; fishmasset@gmail.com; terry\_carty51@outlook.com; Jimi  
**Cc:** cfo@masset.ca; 'Diana Grosse'; admin@masset.ca  
**Subject:** RE: Paving Change order/installation of water mains & Sidewalks

Thank you, Council,  
Councillor Pages moved the motion, which Councillor Johnston seconded, and all in favour Mayor Disney, Councillor Currie, and Councillor Carty to support the change order and the increase to the project budget to 8,232,146.32.

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

Wings. Waves. Wilderness – [www.massetbc.com](http://www.massetbc.com)

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**From:** cao@masset.ca <cao@masset.ca>  
**Sent:** Wednesday, June 19, 2024 9:19 AM  
**To:** 's.disney@gmail.com' <s.disney@gmail.com>; ma-director@ncrdbc.com; fishmasset@gmail.com; 'terry\_carty51@outlook.com' <terry\_carty51@outlook.com>; Jimi <Jiminwt@hotmail.com>  
**Cc:** 'cfo@masset.ca' <cfo@masset.ca>; 'Diana Grosse' <finance@masset.ca>  
**Subject:** Paving Change order/installation of water mains & Sidewalks

Good morning, Council,  
I am writing to present a change order request for your approval today. This request is crucial to keeping our project on track and ensuring its completion. The water mains, as discussed at our closed council meeting, will cost 62,325 below the initial estimates, and the sidewalk on Main Street will not cost any extra as there will be savings on the paving, as outlined in the attached change order document.

I will need the motion to support the change order and the increase to the project budget to 8,232,146.32. Your response is crucial for us to proceed. We will also follow up with this item at Monday's meeting.

- 1) Installation of Watermain Segments at Cook St and Collison and Northwest Dr and Park Dr
  - a) Sawcut and remove existing asphalt
  - b) Excavate existing material to pipe depth
  - c) Install PVC DR18 C900 waterline across the roadway, cap pipe ends (Masset to supply)
  - d) Backfill with pipe bedding material, base gravel, and compact (temporary restoration)Cost Impact: \$62,325
- 2 Installation of New Sidewalk on Main St between Grounds Coffee and 626 Main
  - a) Pour new concrete sidewalk (105m total)

Cost Impact: To be funded from existing provisional project budget items. (Section 2 items 2b, 3, and 4 and Section 3 items 2 and 3)

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

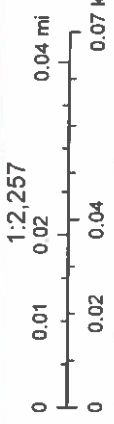
Wings. Waves. Wilderness – [www.massetbc.com](http://www.massetbc.com)

# ArcGIS Web Map



6/19/2024, 7:25:57 AM

- Water Lines (material)
  - AC
  - C900
  - Other
- Roads
- Parcels
- Village of Masset Boundary
- Parcels - copy



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



# CHANGE ORDER

PROJECT	Masset Paving Program	DATE	6/18/24
CONTRACTOR	Terus Construction	CO. NO.	01

**REFERENCED DOCUMENTS (if applicable):****DISTRIBUTION:**

Emergency Site Instruction	N/A
Contemplated Change Notice	CCN #1, CCN #2
Change Directive	N/A

Contractor Terus Construction  
Owner Village of Masset

**CHANGE**

In accordance with Article 39 of the General Conditions, the Owner hereby requires the Contractor to proceed with the Change described below.

Restoration and utility improvement work. The Contractor has provided a quote for the following changes:

**1) Installation of Watermain Segments at Cook St and Collison and Northwest Dr and Park Dr**

- a) Sawcut and remove existing asphalt
  - b) Excavate existing material to pipe depth
  - c) Install PVC DR18 C900 waterline across roadway, cap pipe ends (Masset to supply)
  - d) Backfill with pipe bedding material, base gravel, and compact (temporary restoration)
- Cost Impact:** \$62,325

**2) Installation of New Sidewalk on Main St between Grounds Coffee and 626 Main**

- a) Pour new concrete sidewalk (105m total)
- Cost Impact:** To be funded from existing provisional project budget items. (Section 2 items 2b, 3, and 4 and Section 3 items 2 and 3)

The pricing for these changes is shown in the attached schedule of quantities.

Any Change in the Contract Price includes any costs resulting from any Change to the Contract Time  
 Any Change in the Contract Price is agreed as a lump sum and will not be subject to remeasurement unless stated above  
 Any Change in the Contract Time is agreed and will not be subject to remeasurement unless stated above  
 Any Change in the Contract time shall be dealt with separately from any other Change and shall be deemed to include all direct, indirect and consequential costs. No other claim for a Change in the Contract Price shall be valid.

**IMPACT OF CHANGE**

Original Contract Price	\$8,169,821.32	Original SC Date	30-Sep-25
Previous Change Orders	\$0.00	Previous EOTs (days)	0
This Change Order	\$62,325.00	This Change Order (days)	0
Revised Contract Price	\$8,232,146.32	Revised SC Date	30-Sep-25

GST is in addition to all amounts quoted.

SC = Substantial Completion

EOT = Extension of Time

**ATTACHMENTS:**

Revised Schedule of Quantities, CCN #1 with Quote from Terus, CCN #2 with emailed quote

**ISSUED BY:**

Signature: 

Name / Title: Rob Shearer, Contract Administrator  
Village of Masset

DATE: Tuesday, June 18, 2024

**WORKING COPY**  
**MASSET PAVING PROGRAM**  
**SCHEDULE OF QUANTITIES AND PRICES**  
**FOR REFERENCE ONLY**  
**Date: June 2024**  
**Updated for Change Order 1**

CO	M&P	Item	Description	Est.Qty	Units	Unit Price	Total
<b>Section 1 - General Requirements</b>							
	1.01	1.a	Locate - Environmental Monitoring Wells	30	ea	\$ 350.00	\$ 10,500.00
	1.01	1.b	Locate - Hydro, Tel, Fiber	5	ea	\$ 1,000.00	\$ 5,000.00
	1.02	2	Control of Public Traffic	1	lump sum	\$ 200,000.00	\$ 200,000.00
	1.06	6	Location of Works - Project Layout	1	lump sum	\$ 580,000.00	\$ 580,000.00
	1.07	7	Public Notification	1	lump sum	\$ 5,000.00	\$ 5,000.00
	1.08	8	Environmental Mitigation	1	lump sum	\$ 15,000.00	\$ 15,000.00
	1.09	9	Quality Management	1	lump sum	\$ 80,000.00	\$ 80,000.00
<b>Total Section 1</b>							<b>\$ 895,500.00</b>
<b>Section 2 - Curbs, Sidewalks and Walkways</b>							
	2.01	1a	Curbs: Non-Mountable Curb and Gutter (Provisional)	50	m	\$ 550.00	\$ 27,500.00
	2.01	1b	Curbs: Asphalt Curb 100mm high, 150mm Wide (Provisional)	100	m	\$ 100.00	\$ 10,000.00
	2.01	1c	Curbs: Asphalt Curb 50mm high, 150mm Wide (Provisional)	200	m	\$ 90.00	\$ 18,000.00
1	2.02	2a	Sidewalks: 150mm Concrete Sidewalk (Provisional)	210	m <sup>2</sup>	\$ 500.00	\$ 105,000.00
1	2.02	2b	Sidewalks: 150mm Asphalt Sidewalk (Provisional)	0	m <sup>2</sup>	\$ 180.00	\$ -
	2.03	3	Cutting & Removal of Existing Sidewalk (Provisional)	35	m	\$ 100.00	\$ 3,500.00
	2.04	4	Cutting & Removal of Existing Concrete Curb (Provisional)	35	m	\$ 100.00	\$ 3,500.00
<b>Total Section 2</b>							<b>\$ 167,500.00</b>
<b>Section 3 - Aggregates and Granular Material</b>							
1	3.02	2	Authorized Overexcavation & Place Road Base (Provisional)	5	tonne	\$ 198.00	\$ 990.00
1	3.03	3	Approved Granular Fill (Provisional)	6.5	tonne	\$ 125.00	\$ 812.50
	3.06	6	Road Base Course	4002	tonne	\$ 131.00	\$ 524,262.00
	3.07	7	Regrading & Reshaping Existing Subbase	20800	m <sup>2</sup>	\$ 4.81	\$ 100,048.00
<b>Total Section 3</b>							<b>\$ 626,112.50</b>
<b>Section 4 - Asphaltic Concrete Paving</b>							
	4.01	1	Sawcut Asphalt	4000	m <sup>2</sup>	\$ 8.00	\$ 32,000.00
	4.02	2	Removal of Existing Pavement	13850	m <sup>2</sup>	\$ 13.28	\$ 183,928.00
	4.03	3	Preparing and Cleaning Existing Asphalt Pavement	65550	m <sup>2</sup>	\$ 2.00	\$ 131,100.00
	4.04	4	Asphalt Level Course	3370	tonne	\$ 446.00	\$ 1,503,020.00
	4.05	5a	Adjustment of Services - Valves	40	ea	\$ 315.00	\$ 12,600.00
	4.05	5b	Adjustment of Services - Manholes	50	ea	\$ 945.00	\$ 47,250.00
	4.05	5c	Adjustment of Services - Catchbasins	25	ea	\$ 833.00	\$ 20,825.00
	4.06	6	Tack Coat	65550	m <sup>2</sup>	\$ 2.39	\$ 156,664.50
	4.07	7a	Asphaltic Concrete	9951	tonnes	\$ 395.32	\$ 3,933,829.32
	4.08	8	Shouldering	17650	m	\$ 13.73	\$ 242,334.50
	4.09	9	Localized Pavement Reconstruction	1780	m <sup>2</sup>	\$ 122.00	\$ 217,160.00
<b>Total Section 4</b>							<b>\$ 6,480,711.32</b>

**WORKING COPY**  
**MASSET PAVING PROGRAM**  
**SCHEDULE OF QUANTITIES AND PRICES**  
**FOR REFERENCE ONLY**  
**Date: June 2024**  
**Updated for Change Order 1**

Change Orders		Est.Qty	Units	Unit Price	Total
1	CO 1 - Install Watermain Sections	1	lump sum	\$ 62,325.00	\$ 62,325.00
<b>Total Change Orders</b>					<b>\$ 62,325.00</b>
SUMMARY					
Section 1 - General Requirements		Section 1		\$	895,500.00
Section 2 - Curbs, Sidewalks and Walkways		Section 2		\$	167,500.00
Section 3 - Aggregates and Granular Material		Section 3		\$	626,112.50
Section 4 - Asphaltic Concrete Paving		Section 4		\$	6,480,711.32
Change Orders				\$	62,325.00
<b>TOTAL (With Provisional)</b>				<b>\$</b>	<b>8,232,146.32</b>



# CONTEMPLATED CHANGE NOTICE

PROJECT	First Street Area Utility Upgrades	DATE	6/3/2024
CONTRACTOR	Terus Construction (TC)	CCN. NO.	1

**REFERENCED DOCUMENTS (if applicable):**

Emergency Site Instruction

Change Directive

**DISTRIBUTION:**

Contractor Terus Construction  
 Consultant N/A

**CONTEMPLATED CHANGE:**

In accordance with Article 39 of the General Conditions, the Owner hereby requires the Contractor to assess the impact of the following proposed Change on the Contract Price and Contract Time:

**Watermain Replacement at Cook Street Crossing Collision Avenue**

Please provide a unit price for the replacement of approximately 50m of Asbestos Cement (AC) watermain on Cook Street, extending from Collision Avenue to the hydrant above TLC with 150mm C900 DR-18 PVC. This price shall include the excavation, removal, disposal of the existing waterline, installation of the new waterline, necessary fittings and appurtenances, backfilling, and all works incidental thereto.

Contractor's response is due within 5 days, unless otherwise noted above  
 At the request of the Owner any Change in the Contract Price to be supported by a full breakdown of labour, material and other cost information  
 Any Change in the Contract Time to be supported by justification to the satisfaction of the Owner

**REASON FOR CONTEMPLATED CHANGE:**

This AC main segment is anticipated to be in conflict with the scheduled Phase 1 paving works, potentially disrupting the planned construction sequence and timeline.

**ATTACHMENTS:**

Arc GIS Location Reference

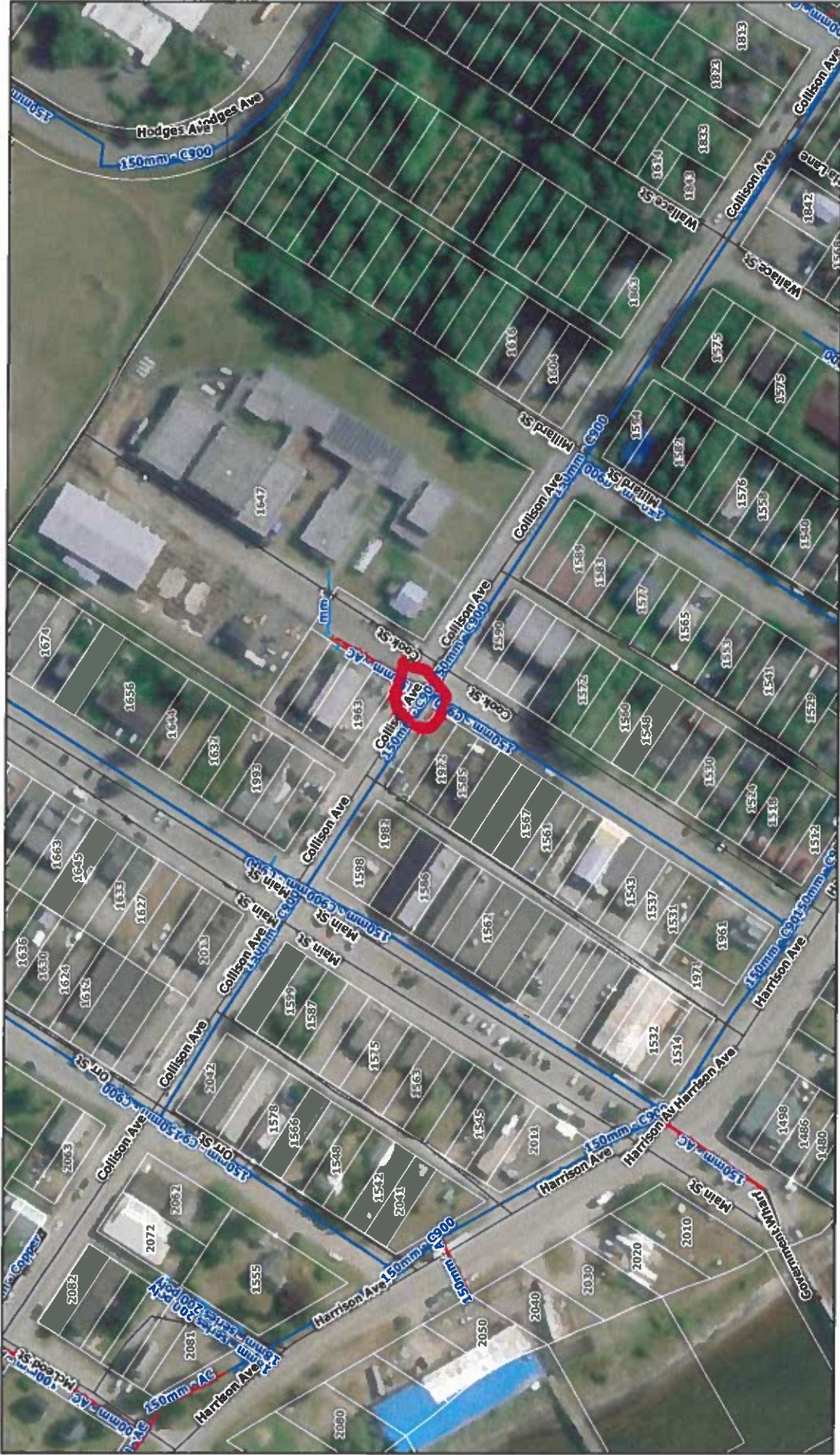
**ISSUED BY:**

Signature: 

Name / Title: Rob Shearer, Contract Administrator  
 Village of Masset

DATE: Monday, June 03, 2024

# ArcGIS Web Map



5/14/2024, 1:57:47 PM

Water Lines (material)

AC

C900

— Copper

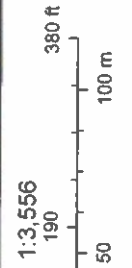
— Other

— Roads

Parcels

Parcels - copy

Village of Masset Boundary



## Estimate of work at Collison and Cook

**BERGMAN, Chad (PRTCL)**

Mon, Jun 17, 2:09 PM (1 day ago)



to Dante, me, Public, cao@masset.ca, Warren, Twyla ▾

Hello All,

Sylvan and I confirmed today that the sidewalk section will be 105m in length, 2m wide. That matches the \$105,000.00 estimate.

I propose we combine all the items in section 2 and draw what remains from either of the two highlighted items in section 3.

Regarding the waterline crossing on Collison near TLC automotive and the high school we estimate the cost to be \$45,000.00 (confirmed with Sylvan we would be using the village's existing inventory of pipe).

**TERUS**  
A COLAS COMPANY

**Chad Bergman**  
Estimator / Project Coordinator  
North Coast  
Cell: 250 624 1126



# CONTEMPLATED CHANGE NOTICE

PROJECT	First Street Area Utility Upgrades	DATE	6/13/2024
CONTRACTOR	Terus Construction (TC)	CCN. NO.	2

### REFERENCED DOCUMENTS (if applicable):

### DISTRIBUTION:

Emergency Site Instruction

Change Directive

Contractor Terus Construction  
 Consultant N/A

### CONTEMPLATED CHANGE:

In accordance with Article 39 of the General Conditions, the Owner hereby requires the Contractor to assess the impact of the following proposed Change on the Contract Price and Contract Time:

#### Watermain Replacement Crossing Park Dr at Northwest Dr

Please provide an estimated price for replacing approximately 50 meters of Asbestos Cement (AC) watermain with 150mm C900 DR-18 PVC on Northwest Dr at the Park Dr crossing. This estimate shall include the effort for excavation, removal, disposal of the existing waterline, installation of the new waterline, necessary fittings and appurtenances, backfilling, and all works incidental thereto. Please note that the Village of Masset will provide the pipe materials for this work.

Contractor's response is due within 5 days, unless otherwise noted above

At the request of the Owner, any Change in the Contract Price to be supported by a full breakdown of labour, material and other cost information

Any Change in the Contract Time to be supported by justification to the satisfaction of the Owner

### REASON FOR CONTEMPLATED CHANGE:

This AC main segment is anticipated to be in conflict with the scheduled Phase 1 paving works, potentially disrupting the planned construction sequence and timeline.

### ATTACHMENTS:

Arc GIS Location Reference

### ISSUED BY:

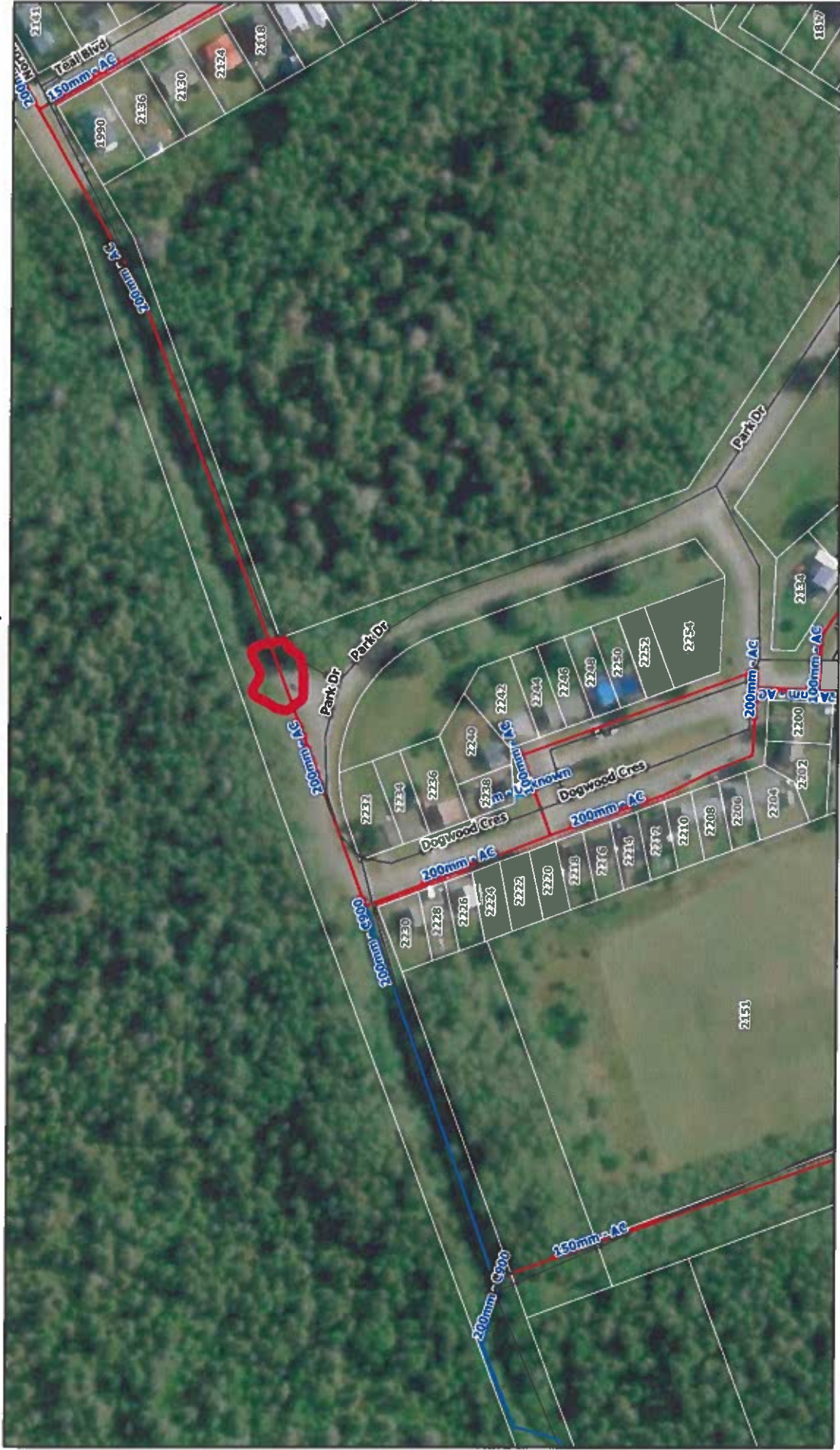
Signature: 

Name / Title: Rob Shearer, Contract Administrator

Village of Masset

DATE: Thursday, June 13, 2024

# ArcGIS Web Map



5/14/2024, 1:58:20 PM

Water Lines (material)

AC

C900

Other

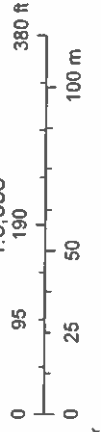
Parcels - copy

Roads

Village of Masset Boundary

Parcels

1:3,556





A COLAS COMPANY

Proposal

#2024-147

Rev 0

June 13, 2024

Client	
Name	Village of Masset
Attention	Rob Shearer
Address	
City	
Postal Code	
Phone	250-667-6347
Email	<a href="mailto:robshearer@gmail.com">robshearer@gmail.com</a>

Project	
Title	C900 Waterline Install
Location	Masset
Area/Job	Northwest / Park Intersection
Estimator	Chad Bergman
Terms	Full payment upon completion
Unit	
Size	


Item	Quantity	Unit	Rate	Item Price
<b>Installation of C900 water line - crossing Northwest/Park intersection</b>				
Sawcut, excavate, and remove existing asphalt	100	m2		
Excavate material across roadway, establish trench & pipe bedding	75	m3		
Install C900 waterline* across roadway, cap pipe ends	30	m2		
Backfill with pipe bedding material, base gravel, including compaction	75	m3		
<b>Total price:</b>	<b>1</b>	<b>LS</b>	<b>16,500.00</b>	<b>16,500.00</b>
<i>***This work does not include the removal of the existing waterline or reconnection with the new waterline. The existing waterline will remain in service entirely - the new waterline will be incorporated into the forthcoming waterline upgrades at such time the Village of Masset initiates this work***</i>				

Sub-total		16,500.00
5%	G.S.T	825.00
7%	P.S.T	-
<b>Total</b>		<b>17,325.00</b>

Notes

Work not detailed above shall be considered extra  
 \*C900 waterline materials provided by Village of Masset  
 Asphalt reconstruction will be considered a part of Terus Construction and the Village of Massets current paving contract.

All material is guaranteed to be specified. All work to be completed in substantial workmanlike manner according to specifications submitted per standard practices. Any alteration from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the proposal. All agreements contingent upon strikes accidents or delays beyond our control. Our workers are fully covered by Workman's Compensation Insurance. **New customers will require a credit check and approval from Colas Western Canada Inc before sale of product, this process may take up to 10 business days.**

Signature:   
 Chad Bergman

This proposal is valid for 30 days

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and hereby accepted.  
 You are authorized to do the work as specified. Payment will be made as outlined above.

PO# \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

From: BERGMAN, Chad (PRTCL) <chad.bergman@terusconstruc.on.ca>  
 Sent: Friday, June 14, 2024 8:15 AM  
 To: cao@masset.ca; 'VoM PublicWorks' <publicworks@masset.ca>  
 Cc: BEAL, Warren (PRTCL) <warren.beal@terusconstruc.on.ca>; CHAMBERLAIN, Twyla (PRTCL) <twyla.chamberlain@terusconstruc.on.ca>  
 Subject: Main street sidewalk extension

Hello All,

On Main Street, between The Grounds coffee and the 626 restaurant the concrete sidewalk is in rough shape. We propose to remove and install new concrete sidewalks between those points – approximately 105m (the exact measurements to be determined by Village of Masset) at the unit rate already in the contract. Highlighted in orange the units should read m2.

The sidewalk is 2m wide, and if 105m length were replaced it would be \$105,000.00. Highlighted in pink are the items we propose to eliminate / partially eliminate to cover that cost.

Fixing this section of sidewalk would reduce the amount of work needed on Main street to reconstruct the asphalt adjacent to the sidewalk – as it is very shallow and uneven – which would allow us to do more work on some areas identified on Collison.

If this is acceptable we will proceed with exact measurements and prices in communication with VoM

Section 2 - Curbs, Sidewalks and Walkways			Est.Qty	Units	
2.01	1a	Curbs: Non-Mountable Curb and Gutter (Provisional)	50	m	\$
2.01	1b	Curbs: Asphalt Curb 100mm high, 150mm Wide (Provisional)	100	m	\$
2.01	1c	Curbs: Asphalt Curb 50mm high, 150mm Wide (Provisional)	200	m	\$
2.02	2a	Sidewalks: 150mm Concrete Sidewalk (Provisional)	40	m	\$
2.02	2b	Sidewalks: 150mm Asphalt Sidewalk (Provisional)	25	m	\$
2.03	3	Cutting & Removal of Existing Sidewalk (Provisional)	35	m	\$
2.04	4	Cutting & Removal of Existing Concrete Curb (Provisional)	35	m	\$

Total Section 2

Section 3 - Aggregates and Granular Material			Est.Qty	Units	
3.02	2	Authorized Overexcavation & Place Road Base (Provisional)	100	tonne	\$
3.03	3	Approved Granular Fill (Provisional)	500	tonne	\$
3.06	6	Road Base Course	4600	tonne	\$
3.07	7	Regrading & Reshaping Existing Subbase	26000	m <sup>2</sup>	\$

Total Section 3



A COLAS COMPANY

Chad Bergman BSc.  
 Estimator / Project Coordinator  
 North Coast  
 Cell: 250 624 1126

Terus Construction, a Division of Colas Western Canada Inc.  
 15288 54a Ave #300, Surrey, BC V3S 6T4  
 www.terusconstruction.ca