

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

**REGULAR COUNCIL MEETING**  
**May 9, 2022**

**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**

**Minutes of the April 25, 2022 Meeting**

**MINUTES AND REPORTS OF OTHER ORGANIZATIONS**

- 1. NCRD Board Highlights**

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

**BYLAWS**

**Bylaw No. 652 5 Year Financial Plan 2022**

**Bylaw No. 653 Tax Rate Bylaw 2022**

**NEW BUSINESS**

**NB-1 Ministry of Forests, Lands, and Natural Resources Operation and Rural Development – Proposed Permanent Forest Service Road Deactivation**

**NB-2 CB Islands Fisheries - Lease Aquatic Lands**

**PUBLIC QUESTION PERIOD**

**ADJOURNMENT**

Village of Masset Regular Council Meeting of April 25, 2022

Minutes of the Regular Council Meeting held April 25, 2022 in Council Chambers

Present:	Mayor:	B. Pages
	Councillors:	R. Williams, J. Currie, T. Carty, B. Johnston
	Interim Administrator:	T. Jarvis
	CFO:	J. Brown

**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 7:04 pm.

**ADOPTION OF AGENDA**

Moved by Councillor Currie, seconded by Councillor Carty to adopt the agenda as amended with the addition of NB-3 BC Ferries.

CARRIED

**COUNCIL MEETING MINUTES**

**Council Meeting Minutes April 11, 2022**

Moved by Councillor Carty, seconded by Councillor Williams that the April 11, 2022 Council meeting minutes be adopted as presented.

CARRIED

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

Council and staff attended VOM budget meeting.  
Councillor Williams attended Vancouver Island Regional Library, MIEDS, and Forestry meetings.  
Mayor Pages attended North Coast Regional and RBA meetings.  
Trevor Jarvis worked on a cannabis application inquiry.  
Jo-Ann Brown worked on 2022 budget, Five Year Plan and bylaw.

Moved by Councillor Carty, seconded by Councillor Currie that the verbal reports be received as presented.

CARRIED

**BYLAWS**

**Bylaw No. 652 - 5 Year Financial Plan 2022**

Moved by Councillor Carty, seconded by Councillor Williams that Bylaw No. 652 be read a first time.

CARRIED

Moved by Councillor Williams, seconded by Councillor Currie that Bylaw No. 652 be read a second time.

CARRIED

**NEW BUSINESS**

**NB-1 Crown Land Application for Industrial - General Purposes**

Moved by Councillor Carty, seconded by Councillor Williams that a reply be sent that Village of Masset has no interest in the application.

CARRIED

**NB-2 Main Street**

Councillor Williams inquired if there were any plans to fix or take out the planters on Main Street. The boxes are not fixable and there are plans to rejuvenate that area in the near future when the Main Street Planning project is finished.

Moved by Councillor Carty, seconded by Councillor Williams that the planter boxes on Main Street be removed.

CARRIED

The spaces at the bottom of the poles on Main Street also need to be worked on. It was suggested that staff look into possible options for those areas.

**NB-3 BC Ferries**

Discussion was held regarding the cancellation of the recent ferry sailings due to a possible COVID outbreak on the ferry. The sailing cancellations will leave passengers/vehicles, grocery trailers and mail stranded in Prince Rupert, possibly until May 9<sup>th</sup>.

Moved by Councillor Carty, seconded by Councillor Williams that a letter be written to Minister of Transportation stating the concerns with BC Ferries handling of the situation

Village of Masset Regular Council Meeting of April 25, 2022

and requesting options for transporting passengers/vehicles and freight to and from Prince Rupert.

CARRIED

**ADJOURNMENT TO CLOSED MEETING**

Moved by Councillor Carty, seconded by Councillor Williams that the meeting be adjourned at 7:51pm.

CARRIED

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Certified Correct, CFO

**VILLAGE OF MASSET**

**BYLAW NO. 652**

A Bylaw of the Village of Masset respecting the  
5 Year Financial Plan for the year starting 2022.

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

1. General Operating Fund Schedule, Water and Sewer Utility Operating Fund Schedule and Capital Expenditure Plan Schedule attached hereto and made part of this Bylaw comprise the Village of Masset 5 Year Financial Plan for the year ending 31 December 2022.
2. This Bylaw may be cited for all purposes as "Village of Masset 5 Year Financial Plan Bylaw No. 652, 2022".

READ A FIRST TIME THIS 25<sup>th</sup> DAY OF APRIL 2022.

READ A SECOND TIME THIS 25<sup>th</sup> DAY OF APRIL 2022.

READ A THIRD TIME THIS 9<sup>th</sup> DAY OF MAY 2022.

RECONSIDERED AND ADOPTED THIS \_\_\_<sup>th</sup> DAY OF MAY, 2022

\_\_\_\_\_  
Chief Financial Officer

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Certified a true copy of "VOM 5 Year  
Financial Plan Bylaw No. 652 2022".  
Chief Financial Officer

## VILLAGE OF MASSET

### Schedule "B" to Bylaw No. 652, 2022

#### Proportion of Revenues By Funding Source:

The following table outlines the proportion of total revenue that comes from each funding source in the Village of Masset's 2022 Financial Plan. The largest portion of 2022 revenues is grant funding and is comprised of a list of projects and capital expenditures such as equipment purchases for the airport, airport improvement projects, improvements to the local farmer's market site, a seaplane boat launch project, upgrade fire department equipment, and upgrades to the water treatment plant.

The second highest revenue source for 2022 comes from the Airports. In 2022 the Masset Airport is expected to be running at a normal operating capacity, which is a significant increase compared to the past two years of the pandemic. This is followed by Property Taxes which is comprised of residential, utility, light industry, business and recreation taxes. The remaining categories of funding are airport revenue, fixed grants, user fees and sales of services for water, sewer and garbage and funds from reserves.

Revenue Source	% Total Revenue
Other Grants	33%
Airports	21%
Property Taxes	13%
Collections for Other Gov'ts	8%
Other Revenue	8%
Fixed Grants	6%
Reserves	6%
User Fees, Sales of Services etc.	5%
	100%

#### Distribution of Property Taxes Between Property Classes

The Village of Masset is a small community that has the majority of its taxes based on a residential and business tax base. The Village does have access to other funding and revenue sources such as The Small Community Grant that has allowed the council to keep the tax rate increases minimal and not put an extra burden on residents and business owners. Any tax increases have been applied to all of the property tax classes.

Class	Property Class	% Tax Burden
1	Residential	69%
2	Utilities	1%
5	Light Industry	< 1%
6	Business	29%
8	Recreation	1%
		100%

#### Use of Permissive Tax Exemptions

The Village of Masset does not issue permissive tax exemptions.

**Village of Masset**  
**Five Year Financial Plan**  
**"2022"**

	2022	2023	2024	2025	2026
<b>Revenues</b>					
Property Taxes/PILT	903,006	921,066	930,277	948,882	963,116
Utility Taxes	35,805	36,521	37,252	37,997	38,756
Garbage Fees/Misc charges	176,000	179,520	181,315	183,128	185,875
Sales of Services (water/sewer)	320,262	326,667	333,201	339,865	346,662
Airports	1,455,550	1,531,586	1,597,446	1,629,395	1,661,983
Other Revenue From Own Sources	88,400	90,168	91,971	93,811	95,218
User Fees	10,450	10,659	10,872	11,307	11,477
Borrowing Proceeds	0	0	0	0	0
Interest/Penalties	81,100	82,722	84,376	86,063	87,784
Fixed Grants	403,000	411,060	419,281	427,667	436,220
Other	388,863	388,863	388,863	388,863	388,863
Collections for Other Gov'ts.	603,944	609,983	616,083	622,244	628,467
Transfers from Funds	0	0	0	0	0
Reserve Funds	454,028	36,920	10,000	10,000	0
Other Grants	2,309,823	3,484,915	2,600,000	2,000,000	2,000,000
Accumulated Surplus	0	0	0	0	0
<b>TOTAL</b>	<b>7,230,231</b>	<b>8,110,651</b>	<b>7,300,937</b>	<b>6,779,221</b>	<b>6,844,420</b>
<b>Expenditures</b>					
Debt Interest	118,250	122,650	122,650	122,650	122,650
Debt Principal	220,000	220,000	220,000	220,000	220,000
Capital Expenditure	2,771,851	3,551,835	2,610,000	2,010,000	2,000,000
Transfers to Reserves (GOF)	10,000	10,000	10,000	10,000	10,000
Airports	1,418,768	1,433,239	1,480,875	1,510,493	1,540,703
General Municipal	1,688,816	1,756,369	1,826,623	1,860,835	1,891,141
Emergency/Fire Protection	78,340	79,907	81,505	83,135	84,798
Collections for Other Gov'ts.	603,944	609,983	616,083	622,244	628,467
Water	205,000	209,100	213,282	217,548	221,899
Sewer	115,262	117,567	119,919	122,317	124,763
<b>TOTAL</b>	<b>7,230,231</b>	<b>8,110,651</b>	<b>7,300,937</b>	<b>6,779,221</b>	<b>6,844,420</b>

**Village of Masset  
Five Year Financial Plan  
2022**

**General Operating Fund**

Revenues		
Taxes		938,811
Misc. Revenue - own sources		14,850
Garbage Fees & Misc.		176,000
Airports		1,455,550
Other Revenue From Own Sources		133,650
Licenses and Permits		10,450
Transfer from Water/Sewer Funds		0
Penalties and Interest on Taxes		21,000
Transfers from Other Governments		403,000
Grants		2,309,823
Transfers from Own Reserve Accounts & Surplus		842,891
Collections for Other Governments		603,944
		<b>6,909,969</b>
Expenditure		
General Government Services		4,025,207
Protective Services		78,340
Transportation Services		1,837,678
Environmental Health Services (garbage)		183,700
Tourism, Recreational & Development		181,100
Collections from Other Governments		603,944
		<b>6,909,969</b>



**Village of Masset  
Five Year Financial Plan  
2022**

**Water and Sewer Utility Operating Funds**

Water Utility Operating Fund		
Water Use Charges (net of discount)		190,000
Return on Investments		0
Transfer from Sewer Operating		0
Other Transfers: Surplus from Previous Year's Appropriated		0
Reserve Funds		15,000
General Operating Fund		0
Other		
<b>Total</b>		<b>205,000</b>
Expenditure		
Water Supply		205,000
Debt Charges		0
Transfers to: Reserve Accounts		0
	Water Capital Fund	
	General Operating Fund	0
	Other Funds	
Conditional Transfers to Other Government		
<b>Total</b>		<b>205,000</b>
Sewer Utility Operating Fund		
Revenue		
User Charges (net of discount)		110,500
Return on Investments		0
Transfers from Other Governments		0
Other Transfers:		0
Surplus		0
Reserve Funds		4762
General Operating Fund (Frontage/Parcel Tax)		
Other		
<b>Total</b>		<b>115,262</b>
Expenditure		
Sewage Collection and Disposal		115,262
Debt Charges		0
Transfers to:		
Reserve Accounts		0
Sewer Capital Fund		0
General Operating Fund		0
Other Funds		0
Conditional Transfers to Other Governments		
<b>Total</b>		<b>115,262</b>

**Village of Masset  
Five Year Financial Plan  
Capital Expenditure Plan**

	2022	2023	2024	2025	2026	Total	Operating	Reserves: Other	Grants	Long Term Debt
<b>General Capital Fund</b>										
Transportation Services	1,811,032	25,000	0	0	0	1,836,032	0	395,753	1,440,279	0
Fire protection	55,000	0	0	0	0	55,000	0	27,500	27,500	0
Parks & Recreation	30,000	670,320	0	0	0	700,320	0	51,920	648,400	0
Municipal buildings	85,473	0	0	0	0	85,473	0	20,000	65,473	0
<b>Sewer Capital Fund</b>										
Lift station, Sewer Lines	0	10,000	10,000	10,000	0	30,000	0	30,000	0	0
<b>Water Capital fund</b>										
Water Projects	746,525	2,846,515	2,600,000	0	0	6,193,040	0	15,775	6,177,265	0
<b>Total</b>	<b>2,728,030</b>	<b>3,551,835</b>	<b>2,610,000</b>	<b>10,000</b>	<b>0</b>	<b>8,899,865</b>	<b>0</b>	<b>540,948</b>	<b>8,358,917</b>	<b>0</b>
<b>Source of funds</b>										
General revenue	0	0	0	0	0	0	0	0	0	0
Reserve accounts	454,028	66,920	10,000	10,000	0	540,948	0	0	0	0
Grants	2,274,002	3,484,915	2,600,000	0	0	8,358,917	0	0	0	0
Long term debt	-	-	0	0	0	-	0	0	0	0
<b>Totals</b>	<b>2,728,030</b>	<b>3,551,835</b>	<b>2,610,000</b>	<b>10,000</b>	<b>0</b>	<b>8,899,865</b>	<b>0</b>	<b>540,948</b>	<b>8,358,917</b>	<b>0</b>

**VILLAGE OF MASSET  
BYLAW NO. 653**

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

1. The following rates are hereby imposed and levied for the year 2022:
  - a. For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "A" of the Schedule attached hereto and forming part hereof.
  - b. For purposes of the North Coast Regional District on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "B" of the Schedule attached hereto and forming part hereof.
  - c. For purposes on the assessed value of land and improvements taxable for BC Assessment purposes, rates appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
  - d. For Northwest Regional Hospital retirement of debt on the assessed value of land and improvements taxable for Regional District Hospital purposes, rates appearing in Column "D" of the Schedule attached hereto and forming part hereof.

2. This Bylaw may be cited as "Tax Rates Bylaw No. 653, 2022."

READ A FIRST TIME THIS 09<sup>th</sup> DAY OF MAY, 2022  
READ A SECOND TIME THIS 09<sup>th</sup> DAY OF MAY, 2022  
READ A THIRD TIME THIS 09<sup>th</sup> DAY OF MAY, 2022

RECONSIDERED AND ADOPTED THIS \_\_\_ DAY OF MAY, 2022.

\_\_\_\_\_  
Chief Financial Officer

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Certified a true copy of "Tax  
Rates Bylaw No. 653, 2022"  
Chief Financial Officer

**VILLAGE OF MASSET**

**SCHEDULE "A"**

TAX RATES (DOLLARS OF TAX PER \$1,000 ASSESSED VALUE)

<b>PROPERTY CLASS</b>	<b>"A" GENERAL MUNICIPAL</b>	<b>"B" REGIONAL DISTRICT</b>	<b>"C" BCAA</b>	<b>"D" NW REGIONAL HOSPITAL DISTRICT</b>
1	6.7639	0.7973	0.0349	0.5176
2	23.6737	2.7905	0.4662	1.8116
5	22.9973	2.7107	0.1036	1.7599
6	16.5716	1.9533	0.1036	1.2681
8	6.7639	0.7973	0.0349	0.5176



## Board Highlights

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April 2022

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### **Delegation:**

Larry Duke and Daryl Sherban of the Haida Gwaii Natural Resource District, Ministry of Forests, provided an overview of the provincial government's funding for trails & Clapp Basin (Rennell Sound) recreation site access. The Chair of the Board thanked Mr. Duke and Mr. Sherban for their delegation.

### **Board Business:**

1. The Board resolved to explore options regarding clean-up of derelict vehicles and abandoned homes in Electoral Areas A, C, D and E.
2. The Board will be meeting with Honourable Rob Fleming, Minister of Transportation and Infrastructure, on April 26, 2022 to discuss local issues.
3. The Board resolved to schedule a meeting with Katherine St. Denis, Director of the BC RCMP Service Delivery, to discuss policing issues in Sandspit, B.C.
4. The Board resolved to send comments to the Haida Gwaii Natural Resource District supporting the deactivation of proposed forest service roads and express the Board's view that limited budgetary funding should be prioritized for core access and service roads.
5. The Board resolved to request a meeting with Honourable Adrian Dix, Minister of Health to discuss local issues.
6. The Board adopted Regional Broadband Contribution Service Bylaw No. 676, 2021.
7. The Board resolved to agree to the Citywest partnership proposal, subject to review and ratification of a partnership agreement.

***For complete details of NCRD Board meetings, the Agenda and Minutes are posted online at [www.ncrdbc.com](http://www.ncrdbc.com).***

F / 1A



File: 11250-30/ FSR General Administration

**BY EMAIL**

April 8, 2022

**RE: REVIEW AND COMMENT OPPORTUNITY – PROPOSED PERMANENT FOREST SERVICE ROAD DEACTIVATION**

A recent review of Forest Service Road inventories within the Haida Gwaii Natural Resource District has identified potential candidates for permanent deactivation. These roads have been found to be surplus to industrial requirements or contain structures that are approaching the end of their service life.

We invite you to review these roads and provide comments to the Haida Gwaii Natural Resource District. Surplus roads are located in the following operating areas:

**Proposed Forest Service Road Permanent Deactivation – Operating Areas**

- Mosquito Lake (2.6km)
- Survey Creek (0.7km)
- East Yak (0.8km)
- Masset Inlet (5.4km)
- Lake Main (3.0km)
- Farm (0.2km)

The ministry does not have the ability to maintain surplus roads. If any stakeholders identify roads that should remain open and be maintained, the ministry can reassign the maintenance obligations to them through the issuance of an applicable tenure. Roads which are not reassigned to new tenures will be scheduled for permanent deactivation.

Permanent road deactivation places a road in a self-maintaining state. Drainage structures are removed and natural water courses re-established. Vehicular access after the completion of deactivation works is not always possible.

Maps are available to view and download from the Provincial Governments web site at: [Haida Gwaii Natural Resource District Road Safety Information](#).

The opportunity to comment will end on May 31, 2022. Unless reassigned to a new tenure, permanent road deactivation works will be scheduled to commence in the summer of 2022.

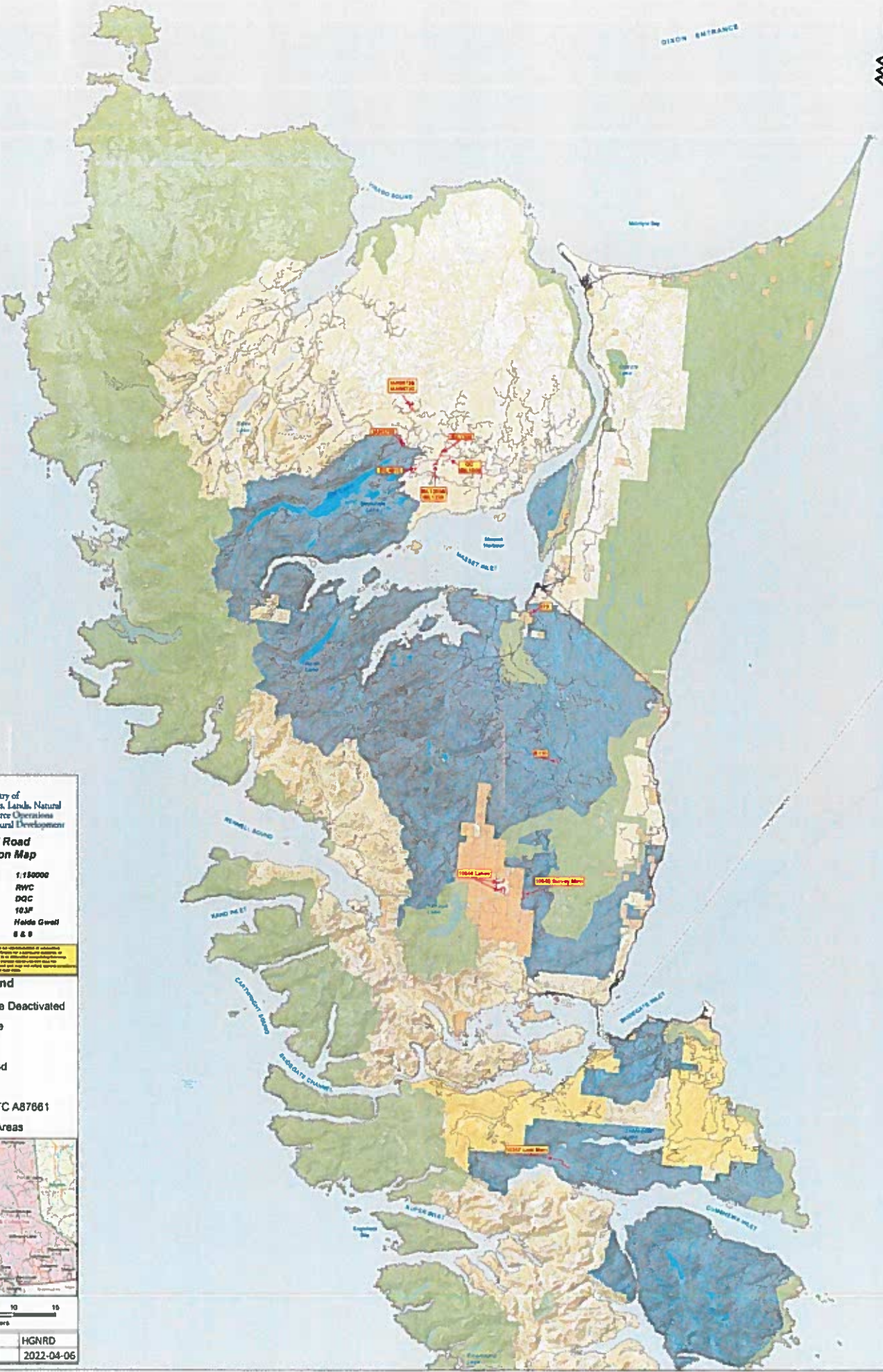
If you would like to provide comments or have questions, please contact the Haida Gwaii Natural Resource District Engineering Program at 250-559-6200 or by email at [frontcounterhaidagwaii@gov.bc.ca](mailto:frontcounterhaidagwaii@gov.bc.ca).


Yours truly,

A handwritten signature in black ink, appearing to be 'RR', written over a light blue grid background.

Risha Rushton  
A/District Manager

Attachment: Road Overview Map



 Ministry of Forests, Lands, Natural Resource Operations and Rural Development


**Proposed Road Deactivation Map**

Scale: 1:150000  
Region: RWC  
District: DCC  
Map Sheet: 103F  
Location: Haida Gwaii  
UTM Zone: 8 & 9

The proposed roads identified on this map are subject to change without notice. The map is for informational purposes only and does not constitute a guarantee or warranty of any kind. The user assumes all responsibility for the use of the map. The map is provided as a service to the public and is not intended for use in legal proceedings.

**Legend**

- Roads to be Deactivated
- Ferry Route
- Roads
- Private Land
- TFL 58
- TFL 60/FLTC A87661
- Protected Areas



0 5 10 15  
Kilometers

Drawn By: HGNRD  
Date: 2022-04-06



## Lianne Trepanier

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**From:** FrontCounterBC@gov.bc.ca  
**Sent:** May 4, 2022 9:27 AM  
**To:** cao@masset.ca  
**Subject:** Province of BC Referral Request on a Commercial General Use Application

Village of Massett - Planning Department  
Jo-Ann Brown

Commercial General  
Referral Number: 145605151 - 006  
Reference Number: Forests, Lands and Natural Resource Operations / 6404192  
Request Sent: May 4, 2022  
Response Due: May 19, 2022

You are invited to comment on the following Crown land application. A response is optional. If no response is received by the deadline, the application and adjudication process will move forward.

(SKEENA)  
File Number: 640192

Proponent: C.B. Island Fisheries Ltd.

Tenure Type: Lease Aquatic Lands (Replacement)

Intended Land Use/background context: Existing commercial fish receiving and processing wharf

BCGS Mapsheet: 103K010

Legal Description: District Lote 3069, Queen Charlotte District

Size (Area) ha (approx): .5 Hectares

AOI (please click on or copy and paste the link into a web browser to review the spatial details of this application and to download shapefiles):

Schedule/Term Of Proposal: Up to 30 years

Please [Click Here](#) to respond to this referral. You must be logged in using your BCeID account to view associated information. Forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

Note that it can take an extended period of time to connect from the BCeID login to the E-Referrals website, this is normal. Avoid re-clicking the "Next" button or you could extend this connection time.

\*\*\*Please DO NOT reply to this email.\*\*\*

For "how-to" instructions on how to respond to this request, visit <https://portal.nrs.gov.bc.ca/web/client/-/e->

referrals for instructional videos. To obtain a BCeID, visit <https://www.bceid.ca/>

For technical assistance with E-Referrals, contact FrontCounter BC at 1-877-855-3222.

For more information regarding this referral, use the email link at the bottom of this message or use the "Email Coordinator" link located within the referral to contact the Referral Coordinator.

Gordon Clark

FrontCounter BC  
Resource Clerk

(250) 559-6200  
[Gordon.Clark@gov.bc.ca](mailto:Gordon.Clark@gov.bc.ca)