

A G E N D A

for

REGULAR COUNCIL MEETING

October 15, 2025

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 September 8, 2025

Council Meeting Minutes September 12, 2025

MINUTES AND REPORTS OF OTHER ORGANIZATIONS

NCRD September 2025 Board Highlights

PETITIONS AND DELEGATES

Haida Gwaii Food Strategy

VERBAL REPORTS OF COUNCIL/CAO/CFO

NEW BUSINESS

NB-1 REDIP Park to Pier

NB-2 UBCM Volunteer and Composite Fire Departments Grant

NB-3 Old Library Haunted House

NB-4 NDIT Façade Application Masset Legion

PUBLIC QUESTION PERIOD

ADJOURNMENT

Village of Masset Regular Council Meeting of September 8, 2025

Minutes of the Regular Council Meeting held September 8, 2025 in the Council Chambers.

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

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 Carty to adopt the agenda as presented.

CARRIED

COUNCIL MEETING MINUTES

Council Meeting Minutes August 11, 2025

Moved by Councillor Currie, seconded by Councillor Johnston that the August 11, 2025 Council meeting minutes be adopted as presented.

CARRIED

Minutes of Public Hearing Rezoning Application 1570 Old Beach Road

Moved by Councillor Carty, seconded by Councillor Johnston that the August 28, 2025 Rezoning Application Public Hearing minutes be adopted as presented.

CARRIED

Minutes of Development Variance 1595 Old Beach Road

Moved by Councillor Johnston, seconded by Councillor Currie that the August 28, 2025 Development Variance Public Hearing minutes be adopted as presented.

CARRIED

Special Council Meeting Minutes August 29, 2025

Moved by Councillor Currie, seconded by Councillor Carty that the August 29, 2025 Special Council meeting minutes be adopted as presented.

CARRIED

PETITIONS AND DELEGATES

Aditsii Naay Child Centre

Delegate Amanda Shibley

The daycare will be a nature-based daycare. Older kids will be outdoors with specific activities a few hours a day. They are looking for a berry patch at the back of the sports field that will be fenced in.

There were concerns with the proposed area and the school activities and sewer and water close to it. It was suggested that a better location would be closer to the community garden.

Moved by Councillor Johnston, seconded by Councillor Currie that the report from Aditsii Naay Child Centre be received.

CARRIED

VERBAL REPORTS OF COUNCIL/CAO/CFO

Councillor Johnston attended a Gwaii Trust meeting regarding Athlii Gwaay.

Councillor Currie and CAO Humphries did not attend any meetings.

Councillor Carty attended an Island Protocol meeting.

Councillor Pages attended an NWRHD meeting, an NCRD meeting and an Island Protocol meeting.

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

CARRIED

NEW BUSINESS

NB-1 Aditsii Naay Child Centre Request

Moved by Councillor Johnston, seconded by Councillor Currie that the location of the berry patch to beside the community garden and to work with staff on any assistance they might need.

CARRIED

NB-2 NDIT Business Façade Improvement Program

Moved by Councillor Currie, seconded by Councillor Johnson that the Village of Masset approve the business façade application.

CARRIED

PUBLIC QUESTION PERIOD

ADJOURNMENT TO CLOSED SESSION

Moved by Councillor Carty the meeting be adjourned at 7:46 pm to a closed session.

CARRIED

Recording Secretary

Mayor

Certified Correct, Administrator

Village of Masset Special Council Meeting of September 12, 2025

Minutes of the Special Council Meeting held September 12, 2025 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
Absent:	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 12:03 pm.

ADOPTION OF AGENDA

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

CARRIED

NEW BUSINESS

NB-1 Masset Airport Improvements Tender

The Village of Masset received two bids. Motion to recommend Option 1 and award the contract as presented.

Moved by Councillor Carty, seconded by Councillor Currie.

CARRIED

Moved by Councillor Johnston, seconded by Councillor Carty the meeting be adjourned to a closed session.

CARRIED

Rise and report that Council has made a recommendation.

BE IT RESOLVED THAT Council:

- 1) Award the contract for Tender No. VM-ACAP-ITT 0725, Masset Municipal Airport (ZMT) Airfield Pavement and Drainage Improvements, to Terus

Village of Masset Special Council Meeting of September 12, 2025

Construction, a Division of Colas Western Canada Inc., for the total tendered price of \$10,384,483.95, plus applicable GST; and

- 2) Authorize the Chief Administrative Officer to execute all necessary contract documents to formalize this award.

Moved by Councillor Currie, seconded by Councillor Carty.

CARRIED

ADJOURNMENT

Moved by Councillor Johnston, seconded by Councillor Carty, the meeting be adjourned at 12:23 pm to a closed session.

CARRIED

PUBLIC QUESTION PERIOD

Recording Secretary

Mayor

Certified Correct, Administrator



Board Highlights

September 2025

Delegations:

Des Nobels provided an update to the Board concerning the Groundfish Development Authority and recommendations for the allocation of groundfish development quota for the 2025/2026 season. The Board asked questions and Mr. Nobels responded accordingly. The Chair of the Board thanked the delegation.

Board Business:

1. The Board resolved to have members of the Association of Vancouver Island and Coastal Communities Executive Committee attend its meeting with Minister Bailey to discuss the removal of the B.C. Port Tax Cap at the 2025 Annual UBCM Convention.
2. In accordance with updated legislation, the Board resolved to appoint the Office of the Fire Commissioner as the fire inspectors and fire investigators for the electoral areas of the North Coast Regional District.
3. The Board received reporting confirming its slate of meetings with Ministers and Ministerial staff while attending the 2025 Annual UBCM Convention in Victoria, B.C. from September 20th to 24th.
4. The Board resolved to adopt and amend three corporate policies including its Purchasing Policy, Corporate Card Policy, and newly adopted Administrative Error Corrections Policy.
5. The Board approved a 2025 Business Façade Application for Moresby Explorers Ltd. in the amount of \$4,000.
6. The Board passed first reading to Bylaws 7.3 and 7.4, 2025, being bylaws to amend the Moresby Island Official Community Plan Bylaw. A public hearing on the proposed bylaws has been scheduled for October 15th, 2025, at 7:00 p.m. at the Sandspit Community Hall.
7. The Board resolved to coordinate with the City of Prince Rupert on advocacy efforts related to reestablishing the Alaska State Ferry terminal in Prince Rupert, B.C.
8. The Board reappointed members to the Haida Gwaii Accessibility Committee.

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

Haida Gwaii Food Strategy October 8, 2025

In 2020 during the covid-19 pandemic Haida Gwaii experienced a 'coming together' of organizations to increase food security and increase attention on the local food system. When schools were shut down, they continued to feed students by sending home meals and food to support families. Haida bands focused on feeding their elders at home by delivery meals and traditional food. Instead of the western response to a crisis, hoarding, overbuying or thinking individualistically Haida values led the way by practicing Haida ways of being by sharing and caring for the most vulnerable. (reference document)

Band councils, municipalities, schools, Haida Child and Family and the CHN all worked together in July and August 2020 to get food hampers and meals out to every community on the island. Funding was shared, food coordinators valued, and organizations worked together to deliver food hampers to all families linked to schools. These hampers included local food including fish, deer, local produce, eggs and more. These two months showed us what we are capable of when we work together (can we use the Haida translation for this).

When schools restarted in fall of 2020, a group of food leads on island put together a series of webinars hosted by the CHN and broadcasted to everyone on our islands through zoom links and Facebook feeds. The 7 food focused webinars brought different sectors of the food system into closer view by asking panelist to speak about their part of the Haida Gwaii Food system. Food Independence lead the series hearing from Missy McDonald and Margaret Edgars on the importance of mentoring youth with knowledge holders and taking care of our oceans. We heard from the Youth (Youth Food Ignited), the elders (Food is our Medicine), from our Farmers (Farm to Table), from our municipalities and from those protecting and advocating for clean water (Water is Life). These webinars ran over the Winter of 2020, a year of isolation, fear and brought virtual connection and a clear desire from many facets of the food system into a single goal: Food Independence moving into the Future.

In the spring of 2021, Haida citizens and citizens of Haida Gwaii returned to the land and sea to harvest, hunt and fish again. But out of these webinars came a deeper collective desire to plan, manifest, and ignite food independence in the face of adversity, climate change, pandemics, food shortages or increasing prices, poverty and economic decline and ongoing colonial oppression on Indigenous communities.

A committee was formed to host each webinar and after the webinar series money was sought and a job description was created for the Haida Gwaii Food Strategist in July 2021(see job description). The committee hired a young woman who spent the next 24

months creating surveys, facilitating meetings and conducting interviews with Haida elders, knowledge holders and Haida Gwaii citizens who grow, process and prepare food from Haida Gwaii. The engagement for the food strategy had begun. At the same time Skidegate Band Council underwent a 4-year study of marine foods on Haida Gwaii that focused on elders' consumption of seafood species over decades, modeling for salmon and seafood moving into the future and evaluating the level of current day food insecurity within households. A summary of these findings was presented to the Food Strategy Committee at the end of the contract. The second phase of the food strategy hired two local women to transcribe, theme and summarize the engagement of all interviews. Further engagements were conducted at events like the Haida Gwaii Energy Symposium, Farmers Markets and much of the data collected were reviewed, themed and an outline of the new Food Strategy was created. (see attached)

The project stalled out with changes in Food Committee positions and people moving onto other positions. In August 2025 Walker Brown, Shelly Crack and Brynna Williams picked up the project with the goal of getting it to the completed written form by December 2025. The new food strategy team had to review all the compiled interviews, transcripts and meeting notes of the last 5 years. We identified a few gaps in the content and although it is challenging to create parameters around such a project, site visits to larger scale farms, conversations with local grocers, leadership and knowledge keepers are still underway.

Ultimately the food strategy will not have all the answers for food sovereignty but will be a 15–20-page document that will be a guiding document endorsed by the CHN, consulted by band councils and municipalities and provide recommendations, action plans and potential roles and responsibilities of different levels of leadership, citizens and communities. Our hope is that the publication of the Haida Gwaii food strategy will be a step towards island food independence and the work will then begin to put recommendations into motion to actualize the document.

The food strategy work has been housed under the Saahlinda Naay Haida Gwaii Museum since commencement and is currently supported by the [Hlk'yak'ii Program](#) and [Swiilawiid](#) but has had funding from CHN, Gwaii Trust, XaaydaGa Dlang Society, Village of Masset. Other partners include: Skidegate Band Council, Local Food 2 School



REPORT TO COUNCIL

File number: 2025-10-01

MEETING DATE: 2025-10-15

AUTHORS: Tenille Thompson, landscape architect (Urban Systems); Andrew Hudson, grant writer (Village of Masset)

SUBJECT: Masset Pier Renewal and Public Space Activation

PURPOSE

To seek support and guidance from council for a funding application of up to \$400,000 from the B.C. Rural Economic Diversification and Infrastructure Program (REDIP) towards a major upgrade of the Masset pier and south end of Main Street.

BACKGROUND

The proposed enhancements to complete the **Village of Masset Pier Renewal and Public Realm Activation** will transform the pier and the terminus of Main Street into a signature year-round destination that strengthens tourism and supports local economic growth. Features such as new hammock seating, mass timber furnishings, fisherman's bar stools, observation binoculars, and upgraded lighting will make the pier and shoreline area more inviting, comfortable, and active throughout the day and across all seasons. Note that two pairs of observation binoculars that were previously mounted along the trail up Taaw Tldáaw (Tow Hill) may be available at no cost. A key highlight, the "**Canada's Most Western Pier**" gateway feature will create a strong visual identity and marketable tourism landmark for the Village.

These improvements are expected to boost visitor spending by encouraging longer stays and attracting new audiences through social media visibility and event opportunities. The project also supports cultural tourism through collaboration with **Old Massett Village Council**, creating opportunities for Indigenous art, storytelling, and programming. Together, these upgrades will increase off-season activity, create local jobs, and strengthen the business community by positioning the pier and main street as a central hub for both residents and visitors.

KEY PROJECT CONSIDERATIONS

1. This REDIP grant offers up to 80% project funding, taxes excluded. Given an estimated project cost of about \$399,280 (+/- 15%), the Village of Masset would be required to contribute about \$80,000. Up to 10% of its contribution can be in-kind labour or equipment rentals, rather than cash. The Village could apply for an NDI Community Places grant that would reduce its contribution by \$30,000, if awarded.
2. REDIP program staff have said the proposed gateway feature may be ineligible for REDIP Development funding if the final engineering for wind load and structural supports is not done before applying to the program — all project works should be “shovel ready.” Village staff are seeking further confirmation that the final engineering work is indeed ineligible, given the village already done community consultation, and has a concept plan, cost estimates and construction drawings for the proposed works in hand.

COUNCIL ACTION

To review the proposed project and funding application and consider voting on a council resolution to support the REDIP funding application at the Oct. 27 council meeting.

ATTACHMENTS

- REDIP application memo to council by Tenille Thompson, Urban Systems
- Concept drawings
- Cost estimate
- Draft construction drawings

URBAN SYSTEMS MEMORANDUM

DATE: October 8, 2025
TO: Josh Humpfries, CAO, Village of Masset
CC: Andrew Hudson, Village of Masset
FROM: Tenille Thompson
FILE: 3995.0005.01
SUBJECT: REDIP Application- Memo for Council

1.0 PURPOSE

This memorandum outlines proposed public enhancements to complete the Village of Masset Pier Renewal and Public Space Activation Project, focusing on how these improvements will strengthen Masset's position as a year-round visitor destination and support the local economy through increased tourism and business opportunities.

2.0 CONTEXT

Masset's economy relies heavily on tourism, fishing, and marine-related activity. While the existing pier serves as a valued community landmark, its current design limits comfort, accessibility, and public realm activation opportunities—particularly during the off-season. Enhancing the pier with new amenities, aesthetic improvements, and cultural features will position it as a signature destination that draws residents and visitors alike, extending visitor stays and spending within the Village.

3.0 PROPOSED ENHANCEMENTS

3.1.1 Proposed Enhancements and Economic Impact

Enhancement	Description / Tourism and Economic Benefit	Estimated Cost
Hammock seating	Creates a unique and relaxing "Instagram-worthy" attraction encouraging visitors to stay longer and share experiences online—promoting Masset as a travel destination.	\$37,000
Mass Timber staining / guardrail painting	Refreshes the visual appeal of the pier, making it more inviting for photo opportunities and public gatherings, encouraging repeat visitation.	\$10,000
Fisherman's chairs	Themed pieces that tell Masset's fishing heritage story and serve as photo spots, helping build the Village's tourism brand.	\$12,000
Jem lounge chairs	Enhances comfort and accessibility for older adults and families, making the pier inclusive for longer stays and more diverse visitor groups.	\$13,500
Integrated Trash Receptacles with local Haida Art wrap	Supports cleanliness and maintenance, allowing the Village to host larger community and tourism events without added burden, all while supporting Haida art.	\$9,000

URBAN SYSTEMS MEMORANDUM

DATE: October 8, 2025
SUBJECT: REDIP Application- Memo for Council

FILE: 3995.0005.01

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Enhancement	Description / Tourism and Economic Benefit	Estimated Cost
Observation binoculars and viewing pads	Adds a family-friendly, educational attraction that promotes nature and wildlife tourism, encouraging eco-tours and local guiding opportunities.	\$5,000
Gateway feature – "Canada's Most Western Pier"	Establishes a bold, marketable landmark that positions Masset as a destination within the Haida Gwaii tourism circuit, increasing visitor stopovers and overnight stays.	\$225,000
Lighting – strip and deck lighting for the pier	Enables evening events such as night markets, art shows, and cultural performances, generating off-peak visitation and extended spending hours.	\$50,000
Subtotal (Public Enhancements)		\$356,500
Project Management + Engineering		\$42,780
Total Project Estimate		\$399,280

4.0 ECONOMIC AND TOURISM BENEFITS

These enhancements will generate long-term community and economic value through:

Tourism Growth: Improved visitor amenities and signature design elements will increase visitation and encourage longer stays, directly supporting local accommodations, food services, and retail.

Year-Round Activation: Lighting, weather-resistant seating, and flexible gathering spaces will extend pier use beyond the summer season, sustaining local business activity throughout the year.

Cultural Tourism: Collaboration with Old Massett Village Council (OMVC) and Council of the Haida Nation (CHN) will embed Indigenous design and storytelling, offering authentic cultural experiences that attract regional and international visitors.

Job Creation: The project supports local employment during construction and ongoing maintenance, and indirectly boosts employment in the tourism and service sectors.

Community Pride and Resilience: Enhancements will reinforce Masset's coastal identity while using durable, climate-appropriate materials suited for the North Coast environment.

5.0 READINESS AND PARTNERSHIPS

- Design Development and Engineering drawings are complete and supported by the Mayor and Council, Old Masset, and the business community.
- Indigenous partners are engaged for joint design and programming.

URBAN SYSTEMS MEMORANDUM

DATE: October 8, 2025
SUBJECT: REDIP Application- Memo for Council

FILE: 3995.0005.01

PAGE: 3 of 3

- Letters of support are being prepared, and a Class C cost estimate has been developed to confirm project feasibility.

6.0 CONCLUSION

Completing the Masset Pier Renewal with these public enhancements will transform the pier into a vibrant, resilient, and culturally distinctive destination, one that strengthens Masset's economy, celebrates its heritage, and enhances quality of life for residents and visitors alike.

Total Project Value: \$399,280

Sincerely,

URBAN SYSTEMS LTD.

Tenille Thompson, RLA, BCSLA
Project Leader Landscape Architect

cc: Andrew Baigent, Community Planner

/tt
Enclosure

[Document2](#)



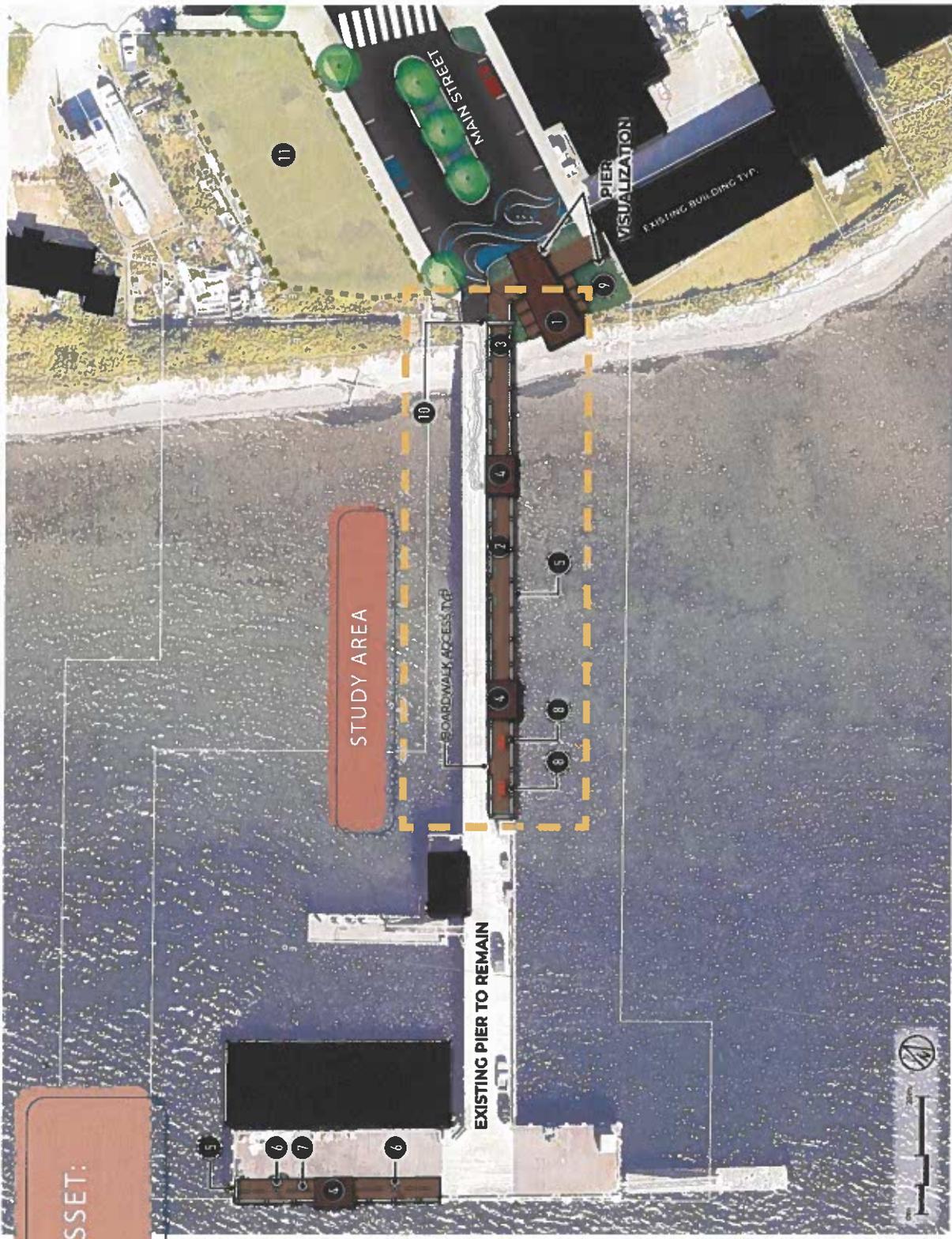
MASSEY PIER:
PUBLIC REALM ENHANCEMENTS



MAIN STREET MASSET: PIER CONCEPT

LEGEND

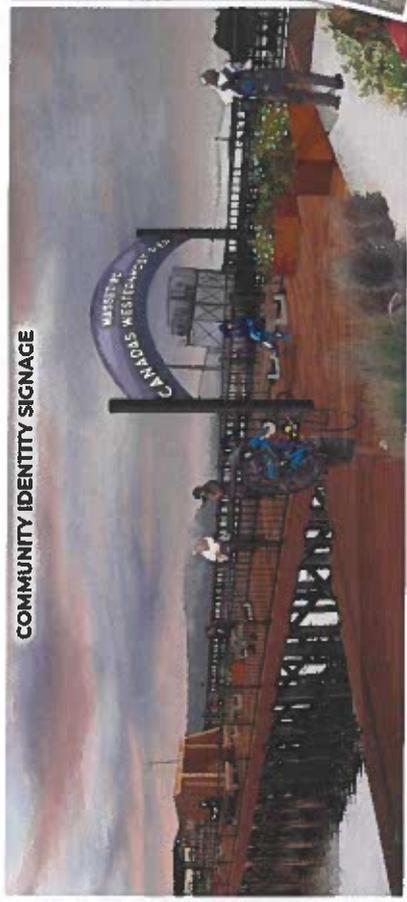
- 1 WATERFRONT TERRACE
 - COVERED VIEWING STRUCTURE&METER
 - TERRACED SEATING
 - WATERFRONT ACCESS
- 2 PEDESTRIAN BOARDWALK
 - SEATING
 - MOVABLE PLANTERS
- 3 LIFE JACKET STATION
- 4 COVERED VIEWING STRUCTURE
- 5 SAFETY RAILING
- 6 OBSERVATION BINOCULARS/
VIEWING APPARATUSES
- 7 BOARDWALK SEATING TYP.
- 8 HAMMOCK SEATING
- 9 GREEN SPACE TYP.
- 10 GATEWAY FEATURE
"CANADA'S WESTERNMOST PIER"
- 11 POTENTIAL FUTURE GREEN SPACE



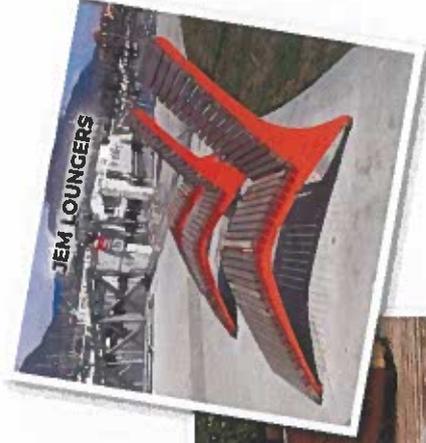
PUBLIC REALM ENHANCEMENTS



SITE ACTIVATION



SEATING



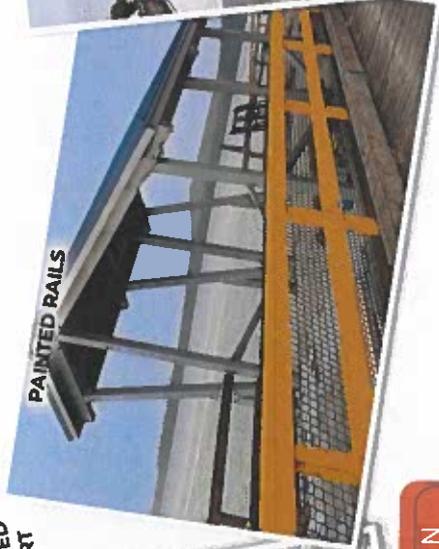
MASS TIMBER BENCH ENHANCEMENTS
CARVING



PUBLIC REALM ENHANCEMENTS



CUSTOM POWDER-COATED
GARBAGE W/ LOCAL ART



PAINTED RAILS



STAINED CEDAR -
APPLY TO MASS TIMBER BENCHES



MASS TIMBER BENCHES
TO BE STAINED



POWDER-COATED ALUMINUM PLANTERS

TOURISM DESTINATION IMPROVEMENTS



Village of Masset
Masset Pier: Public Realm Enhancements REDIP Options Menu
Masset, BC

DEVELOPMENT/PLANNING					
	UNIT	EST. QTY.	UNIT PRICE	ITEM TOTAL	
Project Management	1	1	\$50,000	\$24,955	
Engineering	1	1	\$25,000	\$17,825	
		TOTAL		\$42,780	
IMPLEMENTATION					
	UNIT	EST. QTY.	UNIT PRICE	ITEM TOTAL	
Hammock seating	ea	2	\$ 18,500.00	\$ 37,000.00	
Mass Timber staining of benches/Painting of Guardrails -whole Pier	ea	1	\$ 10,000.00	\$ 10,000.00	
Mass Timber Cubes	ea	4	\$ 1,600.00		
Fisherman's Chair	ea	3	\$ 4,000.00	\$ 12,000.00	
Jern Lounger Chairs	ea	3	\$ 4,500.00	\$ 13,500.00	
Garbage Cans Integrated into corners	ea	2	\$ 4,500.00	\$ 9,000.00	
Observation binoculars/Viewing apparatuses concrete pad	ea	2	\$ 2,500.00		
Powder-coated marine-grade aluminum planters	ea	4	\$ 4,000.00		
Gateway Feature - "Canada's Most Western Pier"	ea	1	\$ 225,000.00	\$ 225,000.00	
Growing Medium and Plantings	allow	9	\$ 2,000.00		
Lighting- strip lighting for the pier	lump sum	1	\$ 50,000.00	\$ 50,000.00	
			Public Enhancement Subtotal	\$ 356,500.00	
			Total (including Project Management)	\$ 399,280.00	

UTILITY SETBACKS

LOCATE EXISTING UTILITIES PRIOR TO EXCAVATION OF PLANTING PITS. MAINTAIN THE FOLLOWING SETBACKS FROM THE TRUNK ADJUSTMENT FOR ALL TREE PLANTING.

1. 3.0m FROM FIRE HYDRANTS
2. 3.0m FROM ALL POWER LINES
3. 2.0m FROM ALL TELEPHONE LINES, CABLES AND WATER VALVES
4. 2.0m FROM SEWER MAINS, MANHOLES AND SERVICES
5. 1.5m FROM GAS MAINS AND SERVICES
6. 2.0m FROM ALL TELEPHONE CABLES
7. 2.0m FROM ALL TELEPHONE STRUCTURES
8. 1.0m FROM TELUS CABLES FACILITIES
9. 2.0m FROM ALL TELEPHONE SERVICES
10. 2.0m FROM OVERHEAD POWER LINES
11. 2.5m FROM FIELD AND STOP SIGNS
12. 3.0m FROM ALL UTILITIES
13. 1.5m FROM ALL STOP SIGNS
14. 1.5m FROM DRIVEWAYS
15. 1.5m FROM SIDEWALKS
16. 1.5m FROM STREET CORNERS
17. 1.5m FROM TRAVEL ZONES
18. 2.0m FROM ARTERIAL AND COLLECTOR ROAD CURB FACE

SETBACKS ARE NOT TO BE COMPROMISED UNLESS DIRECTED OR BY CONSULTANT. THE CONTRACTOR IS RESPONSIBLE FOR REPAIR AND ALL DAMAGES INCURRED BY DAMAGE TO UTILITY.

LANDSCAPE NOTES

ALL OF THE CLASSES STATED BELOW ARE THE MINIMUM STANDARD UNLESS A HIGHER STANDARD HAS BEEN INDICATED ELSEWHERE IN THE CONTRACT DOCUMENTS.

A. GENERAL NOTES

1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE WRITTEN SPECIFICATIONS, DRAWINGS AND ANY CORRECTIONS TO THE DRAWINGS. THE CONTRACTOR SHALL VERIFY THE SITE TO CONFIRM SITE CONDITIONS PRIOR TO SUBMITTING BIDS.
2. ANY DISCREPANCIES BETWEEN THE EXISTING SITE AND THE DRAWINGS ARE TO BE REPORTED TO THE CONSULTANT PRIOR TO THE START OF WORK.
3. THE LIMITS OF THE WORK ARE TO BE CLEARLY UNDERSTOOD BY THE CONTRACTOR PRIOR TO ANY COMMENCEMENT OF WORK.
4. ANY REQUIRED PLANTING SHALL BE IN ACCORDANCE WITH THE WRITTEN SPECIFICATIONS AND ANY AMENDMENTS TO THE DRAWINGS OR CONTRACT DOCUMENTS.
5. ANY AMENDMENTS TO THE DRAWINGS OR CONTRACT DOCUMENTS SHALL BE REPORTED TO THE CONSULTANT. THE CONTRACTOR SHALL NOT PROCEED WITHOUT A CLEAR UNDERSTANDING OF THE AMENDMENTS.
6. THE CONTRACTOR IS RESPONSIBLE FOR THE START CONSTRUCTION TO COORDINATE WITH LOCAL UTILITY COMPANIES TO LOCATE OR ADJUST THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO EXCAVATION.
7. THE CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF ALL REMAINING ELEMENTS OF THE EXISTING SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES, CABLES OR OTHER SERVICES. LANDSCAPE MATERIALS AND LANDSCAPE MATERIALS INCLUDING TREES, SHRUBS, GRASSES AND GROUNDCOVERS WITHIN OR ADJACENT TO THE LIMITS OF THE CONTRACTOR SHALL BE PROTECTED AND NOT TO BE REMOVED OR DAMAGED.
8. THE CONTRACTOR IS RESPONSIBLE FOR THE ADJUSTMENT OF ALL EXISTING CATCHBASINS, MANHOLES AND VALVES, INLET MANHOLES, ETC. TO MATCH PROPOSED GRADES.
9. ALL EXISTING UTILITIES SHALL BE PROTECTED AND NOT TO BE REMOVED OR DAMAGED.
10. BUT ABLE AND COMPLETELY APPROVED LOCATION.
11. THE CONTRACTOR SHALL REPAIR ALL DAMAGE CAUSED BY ANY OBSTRUCTION OR DAMAGE BEYOND THAT STATED EXTENT OF WORK CAUSED DURING THE COURSE OF CONSTRUCTION.

B. PERMITS, MATERIAL STANDARDS AND PRODUCT TESTING

1. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVED MATERIALS WITH APPROPRIATE REGULATORY AUTHORITIES CONCERNING THE MOVEMENT AND STORAGE OF MATERIALS.
2. THE CONTRACTOR SHALL PROVIDE PRODUCT LIABILITY FOR ALL MATERIALS, SURFACING, MALCHES AND DECORATIVE STONES. THESE SAMPLES SHALL BE PROVIDED TO THE CONSULTANT IN SUFFICIENT QUANTITY TO ALLOW FOR TESTING AND APPROVAL.
3. THE CONTRACTOR SHALL PROVIDE SOIL TEST RESULTS TO THE CONSULTANT FOR EACH TYPE OF GROWING MEDIUM OR TOPSOIL SPECIFIED ON THE CONTRACT DOCUMENTS. SOIL TESTS SHALL BE FROM A REPRESENTATIVE LOCATION AND SHALL BE PROVIDED TO THE CONSULTANT PRIOR TO PURCHASE AND DELIVERY TO THE SITE.

C. LAYOUT

1. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCIES TO THE CONSULTANT FOR FURTHER DIRECTION.
2. ON-SITE LAYOUT SHALL BE REVIEWED AND CONFIRMED BY THE CONSULTANT PRIOR TO IMPLEMENTATION OF WORK.

D. MATERIALS

1. THE CONTRACTOR SHALL SUPPLY ALL MATERIALS NEW AND IN QUANTITIES SUFFICIENT TO COMPLETE THE WORK. ALL MATERIALS SHALL BE OF THE HIGHEST QUALITY AND SHALL BE REPORTED TO THE CONSULTANT FOR DIRECTION.
2. THERE SHALL BE NO SUBSTITUTIONS OF CONTRACT DOCUMENTS SPECIFIED MATERIALS AND PRODUCTS WITHOUT PRIOR APPROVAL OR DIRECTION WRITING FROM THE CONSULTANT.

E. PLANTING

1. ALL PLANT MATERIAL SHALL BE NURSERY GROWN STOCK, LOCALLY HARVESTED AND ACCLIMATIZED TO THE LOCAL CLIMATE. ALL PLANT MATERIAL SHALL BE OF THE HIGHEST QUALITY AND SHALL BE REPORTED TO THE CONSULTANT FOR DIRECTION.
2. ALL PLANTING SHALL HAVE A MINIMUM TOPSOIL GROWING MEDIUM DEPTH OF 100mm UNLESS OTHERWISE NOTED.
3. ALL PLANTING SHALL HAVE A MINIMUM TOPSOIL GROWING MEDIUM DEPTH OF 100mm UNLESS OTHERWISE NOTED.
4. ALL PLANTING SHALL INCLUDE GROWING MEDIUM AND SITE TOPSOIL SHALL BE DEEMED AND REPORTED TO THE CONSULTANT FOR DIRECTION.
5. SITE TOPSOIL, DELIVERED OR PLACED FROM STOCK, SHALL BE DAMAGED (ROOT TREATED) TO PREVENT PRE-EXISTING BIRD NESTS WITHIN THE SOIL INTERIAL.

F. ESTABLISHMENT MAINTENANCE

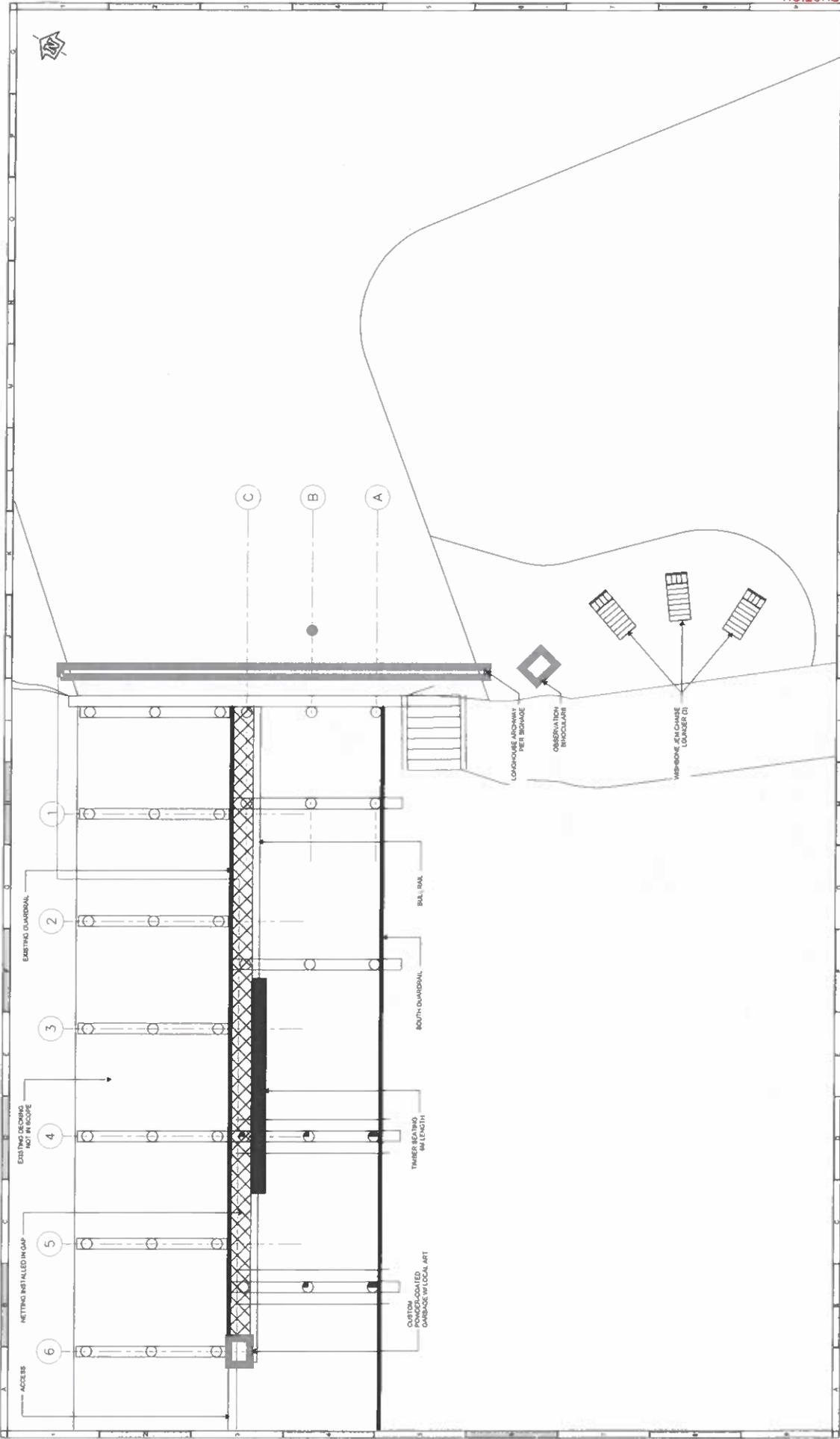
1. ESTABLISHMENT MAINTENANCE SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR DURING THE PERIOD OF ESTABLISHMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES, CABLES OR OTHER SERVICES. LANDSCAPE MATERIALS AND LANDSCAPE MATERIALS INCLUDING TREES, SHRUBS, GRASSES AND GROUNDCOVERS WITHIN OR ADJACENT TO THE LIMITS OF THE CONTRACTOR SHALL BE PROTECTED AND NOT TO BE REMOVED OR DAMAGED.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES, CABLES OR OTHER SERVICES. LANDSCAPE MATERIALS AND LANDSCAPE MATERIALS INCLUDING TREES, SHRUBS, GRASSES AND GROUNDCOVERS WITHIN OR ADJACENT TO THE LIMITS OF THE CONTRACTOR SHALL BE PROTECTED AND NOT TO BE REMOVED OR DAMAGED.
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ISSUED FOR REDIP APPLICATION
OCTOBER 2005
urbansystems.ca

URBAN SYSTEMS
NOT TO SCALE
Scale: 1:1000
Quality Control By: C. LOBBE
Drawn By: C. LOBBE

MASSET PIER NOTES
Sheet Number: 2 of 2
Project Number: 3995.005.01
Revision: L01
Date: 01/10/05

NOT FOR CONSTRUCTION



URBAN SYSTEMS

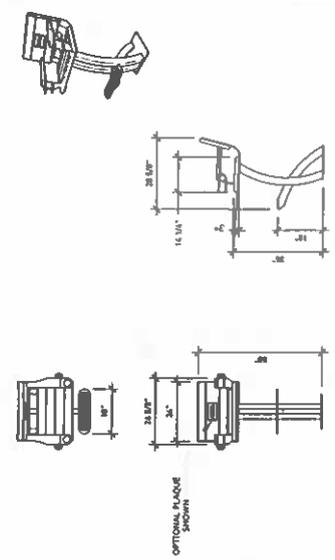
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 Project Number: L03
 Drawing Number: 0
 Revision: 0

#	Date	Issue / Revision	By

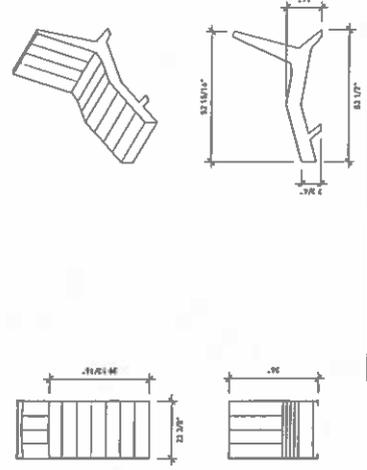
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UNIVERSITY OF BRITISH COLUMBIA
 Faculty of Architecture
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 4300 University Avenue
 Vancouver, BC V6T 1Z2
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 Tel: 604.822.2222
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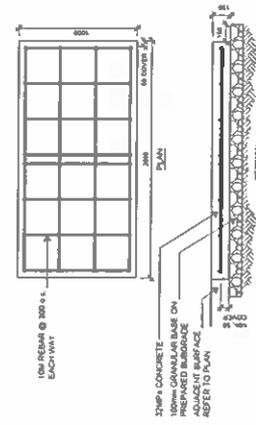
Wishbone
 WISHBONE SITE FURNISHINGS LTD
 210-27095 GLOUCESTER WAY LANGLEY, BC
 DWG. TITLE: PARKER FISHERMAN'S CHAIR
 REVISION: 05/05/22 R.00
 DRAWN BY: BOB SULLIVAN
 CHECKED BY: BOB SULLIVAN
 SCALE: 1:1.25
 SHEET: 1 OF 2
 DATE: 05 MAY 22

03 WISHBONE PARKER FISHERMAN'S CHAIR
 SCALE: 1:1.25

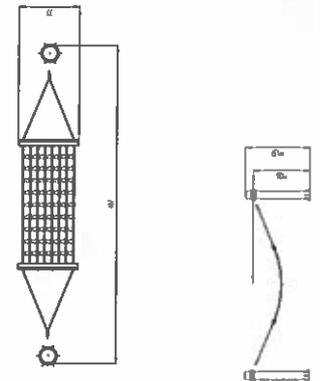


Wishbone
 WISHBONE SITE FURNISHINGS LTD
 210-27095 GLOUCESTER WAY LANGLEY, BC
 DWG. TITLE: JEM CHAISE LOUNGER
 REVISION: 05/05/22 R.00
 DRAWN BY: BOB SULLIVAN
 CHECKED BY: BOB SULLIVAN
 SCALE: 1:1.25
 SHEET: 1 OF 2
 DATE: 05 MAY 22

04 WISHBONE JEM CHAISE LOUNGER
 SCALE: 1:1.25



1 REINFORCED CONCRETE PAD FOR JEM CHAISE LOUNGER
 SCALE: 1:20



02 KOMPAN ROPE HAMMOCK
 SCALE: 1:20

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URBANSYSTEMS LTD.
 11000 150th Street, Surrey, BC V3R 4G4
 Phone: 604.592.2222
 Fax: 604.592.2223
 Email: info@urbansystems.ca
 Website: www.urbansystems.ca

Project Number: 3885.005.01
 Drawing Number: L06
 Revision: 0



REPORT TO COUNCIL

File number: 2025-10-01

MEETING DATE: 2025-10-15

AUTHOR: Andrew Hudson, grant writer (Village of Masset)

SUBJECT: 2026 MVFD Equipment and Training Upgrade

To seek council support for a grant application of up to \$30,000 in 100% funding from the UBCM's Volunteer and Composite Fire Departments Equipment and Training Program.

BACKGROUND

The Union of B.C. Municipalities' Volunteer and Composite Fire Departments Equipment and Training grant offers up to \$30,000 towards a list of recommended firefighting equipment and training. The Village of Masset successfully applied to the same grant in 2023 and 2024.

KEY PROJECT CONSIDERATIONS

1. The highest-priority items in the MVFD's proposed project are all protective equipment (firefighting jackets, pants, boots, portable lights and portable radios).
2. This year, the MVFD would also like to apply for a training course that will better enable newer officers to take on incident command.
3. The MVFD would like to apply for funding towards a household washing machine dedicated to cleaning firefighting gear. Volunteers currently wash their gear by hand. Several members have volunteered to help renovate the shelving area behind the firehall bar area, which is plumbed, to install a washing machine there.

COUNCIL ACTION

To vote on a resolution of support for a Village of Masset application of up to \$30,000 to the UBCM's Volunteer and Composite Fire Departments Equipment and Training Grant.

ATTACHMENTS

- Draft budget—2026 MVFD Equipment and Training Upgrade

2026 MVFD Equipment and Training Upgrade

Village of Masset

07-Oct-25

Description of Income	Amount	Income Type	Notes
UBCM Volunteer and Composite Fire Departments Equipment and Training Grant	\$ 28,932		
Village of Masset	\$ 891		Rebatable GST
Total funding	\$ 29,823		
Description of Expenses	Amount	GST	Notes
Equipment			
Turnout coat and pants (2)	7,686		384
Boots (2)	1,367		64
Portable VHF radios (2)	2,000		100
Helmet lights (4)	800		40
20" dual-battery chainsaw, shipped	1,566		73 20" bar, two 12 amp batteries
Backboard for rescue basket stretcher	600		30 Carries up to 350 lbs
Hose straps (3)	360		18 For shouldering extra hose rolls
100' electric cord on a reel	180		9
Binoculars	200		10 For hazmat operations
Rake	125		6
Shovels (2)	300		15
Anti-scratch storage bags for SCBA masks (12)	480		24
Cordless grease-gun kit	366		17 For maintaining fire engines
Washing machine	2,000		100 Requires in-kind renovation work
Shipping			
Estimated shipping cost	1,000		50
Training			
NFPA 1001 certificate course	8,000		400 Gwaii Trust funding also available
Contingency			
Contingency of 10% in case of price rises	2,792		
Total expenses	29,823		891
Difference	-		0.00

AUG 0 5 2025

Proposal to do a Haunted House at 2123 Collison Avenue

August 5, 2025

Dear Village of Masset Representatives,

I would like to propose we come together as a community to put on a haunted house at the log library for Hallowe'en. This is something that I have always wanted to create, and with everything out of the building by then I think it would be the perfect time to do it!

In 2010 or so, we did a haunted house out on Tow Hill Road, and it was really fun. Everyone pitched in ideas and created an element to contribute. It was easy because everyone took on one small task.

Here are some tangible, realistic ideas for a Haunted House.

Outside:

1. Graveyard – Gordie and Shirley Kricheldorf created cool tombstones. Gwaai smoke machine
2. Aaron Riis playing haunting violin
3. Elin Price playing creepy ethereal saw
4. Stilt walkers – Etchi or Toby
5. Rubber Hand Illusion – to keep folks who are waiting entertained
6. Levitating Man – already created - Randy

Inside:

1. Headless Man playing piano – Dominic playing piano, Sanne created the costume
2. Mad Scientist with specimen jars - Stu
3. Giant Spider -
4. Witches' scene – Dejah, Raven Ann
5. Paper cut-out in window or projection – Chris or Michl
6. Maze through the stacks
7. Someone in a cage – Lisa Schultz
8. Someone in the rafters – Cassandra or Toby

I have not approached any of the people listed, as I wanted to ask you permission to use the space first, however, I have lots of experience creating events like this, and I know all

0570-01-00

the people to ask to help! I am wondering whether the Village of Masset would be open to us using the space for such an event, and if you would like more ideas or information, I would be more than happy to come to a meeting to discuss the possibility!

Thanks for your time,

Etchi

250-626-7653

etchiz@gmail.com

Downtown Masset Business Façade

Improvement Program:

Grant Application Form

Applicant Information

Applicant Name: **Brad McMullen - Royal Canadian Legion Br. 244 President**

Mailing Address: **P O B o x 2 2 8**

Postal Code: **V0T1M0**

Phone: **6 1 3 - 3 2 8 - 8 8 7 9**

Building Address: **2082 Collison Ave, Masset, BC**

Email: **01-244@legion.ca**

If you are applying as a tenant of the building, please provide the following information and attach a letter of consent from the owners stating that you are allowed to proceed with the renovations to the building.

Owner's Name: _____

Address: _____

Postal Code: _____ Phone: _____

Project Description

1. Describe the project: (attach any extra sheets, photos, designs, samples, quotes etc.)

After receiving feedback from the community, the Royal Canadian Legion Branch 244 in Masset, BC is taking steps to improve accessibility to its building. As an initial phase, we plan to replace the unstable stair railings located at the front entrance. Specifically, the short railing leading up the first two steps from the sidewalk on both sides. The main stair railing leading to the front entrance is currently stable and

does not require replacement. At the same time, we plan to install stair railings on both sides of the concrete steps at the rear of the building. There is currently no stair railing on these steps making it unusable to some members of the community. These railings will be custom-welded to ensure durability and withstand the harsh winter conditions common in Haida Gwaii. The project budget will cover both materials and labor.

2. Planned Start Date: **06 Oct 2025**
3. Planned Completion Date: **31 Oct 2025**
4. Estimated Total Project Cost: **\$3500**

Applicant Checklist:

Property taxes paid

Utility taxes paid

Business License fees paid

N/A Permit applications completed

Building owner authorization

Application includes accessibility improvements

Attach to Application:

Photos of existing conditions

Detailed specifications and associated costs

Cost estimates from contractors

N/A Drawings

N/A Material and colour samples

*Please refer to the Guidelines for important dates and deadlines.

Terms and Conditions

I, Brad McMullen of Royal Canadian Legion Br. 244 have read the complete application and concur with and give my consent to the work proposed in the application.

I assume all responsibility for obtaining appropriate architectural drawings, building permits and inspections where applicable and for the hiring of contractors as necessary.

I will display signage to promote the Downtown Masset Façade Improvement Program on the exterior of the building during construction and for two months following completion of the project.

I agree not to involve the Village of Masset in any legal action between myself and any contractors, estimators, employees, workers or agents arising from or out of the Façade Improvement Program.

I give my consent to the Village of Masset to make any inquiries required to confirm that the improvements implemented are in accordance with the expected standards.

I understand payment of approved grants will be made upon the applicant providing the Village of Masset proof of final completion of the proposed improvements along with verification of expenditures and proof of final inspection (when required).

I agree to provide a written testimonial about the project upon completion, and agree to that testimonial being used as part of the reporting process for the Village of Masset and for further promotion of the program.

Signature(s): Brad McMullen

Date: 29 sep 25

Application received by: _____

Date Received: _____

Arc & Anchor Ironworks Ltd.

PO Box 934
 Masset BC V0T 1M0
 tyler@arc-anchor.ca
 GST/HST Registration No.: 781272208RT0001



Estimate

ADDRESS
 Brad

ESTIMATE 1053
 DATE 21/07/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Hours	Hand railings @ Masset Legion	1	2,810.00	2,810.00
		Remove damaged/old railings , Fabricate new sets for front Legion entrance-			
		Fabricate RS/LS hand railings for stair set @ Rear entrance to Legion property-			
		Install all-			
		All materials, concrete fasteners & labour included in Quote.			

SUBTOTAL	2,810.00
GST @ 5%	140.50
TOTAL	\$2,950.50

TAX SUMMARY

	RATE	TAX	NET
GST @ 5%		140.50	2,810.00

Accepted By

Accepted Date

Lianne Trepanier

From: Branch 01-244 <01-244@legion.ca>
Sent: September 29, 2025 11:09 AM
To: Lianne Trepanier
Subject: Masset Legion - Business Facade Grant Application - 29 Sep 25
Attachments: 2025 Masset Business Façade Grant Application - Masset Legion.pdf; Estimate_1053_from_Arc_Anchor_Ironworks_Ltd.pdf; Front Entrance - Left.JPG; Front Entrance - Right.JPG; Front Entrance.JPG; Rear Entrance.JPG

ALCON,

Attached is a Business Facade Grant application for the Masset Legion Br. 244, along with all relevant supporting documentation, for your review and consideration

I'm available if you have any questions, concerns, or require additional information.

Thank you for your time.

Brad McMullen

Masset Legion
Br #244 - President
✉ 01-244@legion.ca
☎ 613-328-8879



Branch 244
Masset

Volunteers Serving the Community!

Arc & Anchor Ironworks Ltd.

PO Box 934
Masset BC V0T 1M0
tyler@arc-anchor.ca
GST/HST Registration No.: 781272208RT0001



Estimate

ADDRESS
Brad

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Accepted Date







