

A G E N D A
for

REGULAR COUNCIL MEETING
October 24, 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 October 11, 2022 Meeting

PETITIONS AND DELEGATES

- 1. Sgt. Damon MacDonald Community Policing Report**

CORRESPONDENCE

C-1 Minister of Municipal Affairs

C-2 Minister of Transportation and Infrastructure

VERBAL REPORTS OF COUNCIL/CAO/CFO

BYLAWS

Bylaw No. 654 A Bylaw to Amend Zoning Bylaw No 422

NEW BUSINESS

NB-1 NDI Business Façade 2022

NB-2 NDI Local Government Internship and First Nations Government Internship

NB-3 Harbour Authority Minutes 2021

NB-4 Masset Volunteer Fire Department Level of Service Resolution

NB-5 Aviation Fuel Solutions Training

NB-6 AP Cheque Listing September 1-30, 2022

NB-7 BC Hydro DC Fast Charging Network

PUBLIC QUESTION PERIOD

ADJOURNMENT

Village of Masset Regular Council Meeting of October 11, 2022

Minutes of the Regular Council Meeting held October 11, 2022 in the Council Chambers.

Present:	Mayor:	B. Pages
	Councillors:	J. Currie, T. Carty, B. Johnston
	CAO:	J. Humphries
	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 7:03 pm.

ADOPTION OF AGENDA

Moved by Councillor Carty, seconded by Councillor Johnston to adopt the agenda as amended with the additions of NB-9 Roller Rink Defibrillator, NB-10 Travel Trailer on Spruce Crescent, NB-11 Fire Department Grant Application and NB-12 Liquor Licence Application.

CARRIED

COUNCIL MEETING MINUTES

Council Meeting Minutes September 26, 2022

Moved by Councillor Currie, seconded by Councillor Carty that the September 26, 2022 Council meeting minutes be adopted as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Heritage Conservation Act Transformation Project

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

CARRIED

VERBAL REPORTS OF COUNCIL/CAO/CFO

Councillor Johnston attended a Gwaii Trust Allocation meeting.

Councillor Carty attended a Steering Committee for a Renewable Energy Co-operative meeting.

Mayor Pages attended a Northern Development Initiative meeting as well as conducting interviews for the Northwest Regional Hospital District.

Josh Humphries reported that the Transport Canada airport inspection has been scheduled for October 24 – 26, 2022; a couple of people have been hired as casual positions to work in Public Works and the gardening needs in town; Gary Suha, Airport Manager has decided that he would like to move into the top of the PEP building; Harbour Committee meeting has been set up for Friday, October 14, 2022 at 2:00 pm; he has also been meeting with staff regarding technology needs in the offices and working on an application for an intern through NDI and OMVC had requested a joint council meeting when the new council is in place.

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

CARRIED

NEW BUSINESS

NB-1 Masset Airport Fees Analysis

The report and recommendations for airport fees prepared by Operations Economics Inc. was reviewed. It has been a couple of years since the fees have been reviewed and the Masset Airport fees are low compared to similar airports in the province. The recommendations from the report suggested that the fees be increased by either 2% - 5% and that a terminal fee be incorporated as well. Council also stated that they would like to see the airport fees be reviewed on an annual basis and that fuel fees be increased based on fuel costs.

Moved by Councillor Johnston, seconded by Councillor Carty that the airport fees be increased by 5% in addition to the terminal fee as recommended by the Operations Economics Inc. report.

CARRIED

NB-2 NCRD Draft Solid Waste Management Plan

A consultation meeting is being scheduled for October 24, 2022. It was decided that Councillor Carty attend the meeting.

NB-3 University of Victoria Erosion Questionnaire

A University of Victoria student is doing a research project and would like to interview members of council. Councillor Carty volunteered to do the interview.

CARRIED

NB-4 Roller Rink Washroom

There has been a request submitted by one of the user groups in the Roller Rink that a couple of showers be installed in the facility. It was recommended that a quote be prepared for the shower installation and have an application ready for the next application intakes for Gwaii Trust and NDI. It was also recommended that a quote be prepared for showers to be installed in the Fitness Center as well.

NB-5 GHD Website Quote

The Village of Masset website is no longer supported and needs to be updated and redone. Josh received a quote from GHD for \$18,500 plus taxes for the website design and \$6,300 plus taxes annually for support, bandwidth and backup storage. Council recommended that staff investigate website development grants with Andrew Hudson and include the technology needs for the Village of Masset offices as well.

NB-6 Christmas Decoration Contest

Josh recommended that the Village of Masset host a Christmas decorating contest for the community and requested that the Village of Masset donate \$1,500.00 to be used for prizes and lights to be put on municipal buildings in the community.

Moved by Councillor Johnston, seconded by Councillor Currie to approve \$1,500.00 for the Village of Masset Christmas Decorating Contest prizes and lights.

CARRIED

NB-7 Sidewalk Assessment

The sidewalk assessment prepared by the Public Works Supervisor was reviewed. Council recommended that this would be a useful tool for budget discussions. Council also suggested that the paving needs for the community be discussed with Adventure

Paving and get a quote for repaving Masset that can be used during budget and other future funding opportunities.

NB-8 2022 Gwaii Trust Grant Application Deadlines

Council reviewed the Gwaii Trust funding deadlines for the various Gwaii Trust programs. It was suggested that Josh talk to the GTN and Tahayghen principals about talking to the youth about what their needs are for programming and facilities in Masset. It was also suggested that shelf ready applications are needed for the application deadlines, in particular the Major Infrastructure and Community Innovations programs.

NB-9 Roller Rink Defibrillator

Councillor Currie was approached by one of the users of the roller rink about the need for a defibrillator in the facility. Staff will get the costs associated for getting defibrillators installed in the roller rink and Village of Masset office buildings and bring to the next council meeting.

NB-10 Travel Trailer on Spruce Crescent

Councillor Currie received a complaint about a travel trailer originally parked beside one of the PMQ's in Spruce Crescent. The owner is renovating the PMQ and staying in the travel trailer during the renovations. The trailer is slowly moving off of the owner's property and is encroaching Village of Masset property. It was requested that Josh look into the matter and report back to council.

NB-11 Fire Department Application

Moved by Councillor Carty, seconded by Councillor Johnston that the grant application to UNBC for Fire Department equipment be approved.

CARRIED

NB-12 Liquor License Application – Singing Surf Inn & Pub

The Village of Masset has received notification of a liquor license application submitted by the Singing Surf Inn & Pub. The application has to be reviewed by the local government and can offer comments, or reject/accept the application depending on any issues that may be of concern. Council stated that this is basically a renewal for a pre-existing establishment and the application should be supported.

Moved by Councillor Currie, seconded by Councillor Johnston that the Village of Masset support the liquor license application as submitted by the Singing Surf Inn & Pub.

CARRIED

ADJOURNMENT

Moved by Councillor Carty the meeting be adjourned at 9:10 pm.

CARRIED

Recording Secretary

Mayor

Certified Correct, Administrator

Village of Masset

****Hand deliver original to Mayor and Council****

Community Policing Report

To: Mayor and Council Village of Masset 1668 Main Street P.O. Box 68 Masset, BC V0T 1M0	From: Sgt. Damon MacDonald Masset RCMP-GRC 2042 Collison Avenue P.O. Box 39 Masset, BC V0T 1M0	Month of July 2022 to September 2022 Date Prepared: 2022-10-20 Phone No. (250) 626-3991
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OFFENCES REPORTED AND/OR COMMITTED IN THE VILLAGE OF MASSET

A) Criminal Code		C) Liquor	
1. Sexual Assaults	0	1. Liquor offences	96
2. Assaults – Spousal/Other	19	2. Prevention efforts	10
3. Wilful Damage/Vandalism	34	D) Traffic	
4. Break & Enter & Theft	4	1. Accidents	7
5. Theft	12	2. Charges	14
6. Impaired Operation	14	E) Assistance/Services	
7. Disturbing the Peace	20	1. Missing Persons	0
8. Harassing Communications	2	2. Sudden Deaths	0
B) Drugs		3. Assistance-General Public	0
1. Possession of Drugs	1	4. Town By-laws	5
2. Trafficking	2	5. Other	0

Sgt. Damon MacDonald
Detachment Commander

Mayor Barry Pages
Mayor and Council

2022-10-20
Date

NARRATIVE INTERPRETATION OF ABOVE STATISTICS

1. Crime trends / problems:

Masset Detachment responded to 490 calls for service within the community of Masset between July 1st and September 30th, 2022. By way of comparison, Masset Detachment responded to 437 calls for service during the second quarter of 2019, prior to the COVID-19 pandemic outbreak. Calls for service are monitored to identify any developing trends or issues.

During the second quarter the detachment investigated fourteen occurrences involving impaired driving. Members encountered these situations through proactive efforts and community engagement. Some of these investigations saw the members use an approved roadside screening device and driving prohibitions being issued.

Alcohol abuse continues to be the single largest issue facing the Village of Masset with a regular group of individuals consuming liquor in the 'downtown core'. These abuse issues are typically an aggravating factor in other criminal code offences.

Two persons were reported missing to the Masset Detachment during the second quarter. Both were located immediately by members due to coordinated efforts with various agencies.

During the second quarter the detachment continued their proactive traffic enforcement initiatives. These initiatives resulted in numerous vehicles being stopped to ensure that the vehicles were insured and that the drivers were sober and properly licenced. These efforts were conducted through a checkstop program and roving patrols. Verbal and written warnings, formal written violation tickets and roadside suspensions were all issued during these checkstops and patrols.

Other significant investigations included:

2022-07-21 – Masset RCMP members were in the detachment parking lot when an intoxicated male was observed to throw two full cans of beer at the side door of the office. The male was immediately arrested for mischief and lodged in cells. He was released when sober on Court compelling documents. The male was visiting Masset from out of town

and has since failed to appear for his Court appearance. A warrant has been issued for the males arrest.

2022-08-05 – Masset RCMP responded to a complaint of an intoxicated male passed out in a grassy area of the community. Members attended and roused the male who became belligerent and aggressive. Members advised the male that he was under arrest for being intoxicated in a public place. The male actively resisted arrest and his aggressive, assaultive behaviour resulted in members discharging a conducted energy weapon. A number of charges were recommended but all were declined by Crown and the matter was referred to Alternative Measures.

2022-09-12 – Masset RCMP responded to a complaint of single vehicle MVI where an ATV had crashed through a fence and rolled on to the driver. A passenger of the ATV was thrown and sustained injuries. Charges of impaired operation of a conveyance causing bodily harm have been recommended. This matter is still under investigation.

2. Crime Prevention Initiatives:

Numerous visits to schools have been made and members are actively engaged with the youth. Members enjoy coaching various sports such as volleyball.

Detachment members conduct proactive traffic enforcement when feasible and use these initiatives not only for enforcement efforts but also as educational opportunities.

Masset RCMP have continued their downtown foot patrols during the second quarter in an attempt to curb the public consumption of alcohol. Members have become very familiar with the usual crowd and often intervene early by giving the offenders rides home.

Curfew checks continue to be done by the detachment membership as part of our Offender Management Program.

3. Feed Back from Community Consultative Groups / Justice Committees / Community Leadership:

The Village of Masset does not have a CCG or a Justice Committee.

Sgt. MacDonald continues to have regular contact with Village CAO and Village Mayor, Barry Pages. There have been no policing issues brought to Sgt. MacDonald's attention from Community Leadership.

4. Other Significant Issues:

Masset RCMP is currently fully staffed. Our full compliment is 1 Sgt, 1 Cpl and 7 Csts with 2 of those positions being assigned to the FNP.

5. Document Feedback and indicate delivery method:

Report hand delivered to Mayor and Council by Sgt. Damon MacDonald.

6. APP update to community:

Traffic enforcement and abuse of alcohol were identified as priorities after consultation with leadership. Update on these priorities are as follows:

1. Traffic Enforcement / Impaired Driving

14 # of MVA VT's

2 # of impaired drivers

2. Crime Reduction Strategy

0 # of CDSA charges

10 # of foot patrols

7. Community Familiarization:

A familiarization package is available at the detachment and is reviewed by all new incoming members.



October 20, 2022

RE: New online course to support responsible conduct

Dear Mayor and Council, Chair and Board, and Chief Administrative Officers:

As new Councils and Boards are established in the coming days, many will be looking for ways to discuss standards of conduct conducive to good governance.

Today we are pleased to announce that the Working Group on Responsible Conduct (a partnership of UBCM, LGMA, and the Ministry for Municipal Affairs) has developed a new resource that will be made available following the election. The on-demand eLearning course for elected officials introduces the learner to the foundational principles for responsible conduct. The new course is based on real-life scenarios that require the learner to make choices and reflect on behaviour. Like the Model Code of Conduct and the Forging the Path guide, we hope the new course supports Councils and Boards as they seek to identify shared standards for the conduct of elected officials in B.C.

The course is designed to be self-directed, interactive, and practical. This course is intended to be easily accessible, meaning participants can take the course at their own pace, at any time. The course will be free to participants and take 60-90 minutes to complete. A certificate will be provided upon completion of the course.

We very much appreciate the collaborative work undertaken by the WGRC to date. We look forward to the Working Group's ongoing collaboration to further strengthen responsible conduct and support the good governance of local governments in British Columbia.

If you have any questions about the Working Group's activities, please contact any of the member organizations.

Sincerely,

Nathan Cullen
Minister of Municipal Affairs
LGgovernance@gov.bc.ca
250 387-4020

Jen Ford
President, UBCM
UBCM@UBCM.ca
250 356-5133

Corrie Griffiths
President, LGMA
office@lgma.ca
250 383-7032



October 20, 2022

Her Worship
Mayor Sheri Allene Disney
Village of Masset
PO Box 68
Masset BC V0T 1M0

Reference: 312368

Dear Mayor Disney:

Re: UBCM Meeting 2022

I am following up on my meeting with your predecessor, former Mayor Barry Pages, who is now serving as Councillor, in Whistler during the 2022 Union of British Columbia Municipalities (UBCM) Convention. I am pleased as well to have the opportunity to congratulate you on your new role.

I appreciated the opportunity to discuss the Village's concerns regarding BC Ferries' services, as well as its interest in improvements at the Masset Municipal Airport.

The annual UBCM gathering allows our two levels of government to come together to discuss how to build a better future for all British Columbians. Local governments and leaders like you are instrumental in driving positive economic, social, cultural and environmental change across the province. It was a privilege to meet in person this year and prioritize what matters most to B.C. communities.

The ministry recognizes the importance of safe, reliable and affordable ferry services to coastal and island communities.

As was mentioned during our meeting, the Office of the British Columbia Ferry Commissioner is accepting public comments on Performance Term 6 beginning in early October. I encourage you to [visit their website](#) for information on how to submit your feedback on ferry services connectivity to ensure it is considered as part of this process. I have meanwhile shared the concerns that were raised during our meeting with the ministry's Marine Branch Staff to ensure they are considered during future discussions with BC Ferries representatives.

.../2

With respect to the Village's interest in improvements at the Masset Municipal Airport, I have asked Reg Faubert, Manager, Programs and Air Policy, to reach out to you directly to discuss potential funding options, including the ministry's [Aviation Infrastructure Funding](#) program. You may also wish to reach out to staff at the [Ministry of Municipal Affairs](#) to determine if there may be other potential grants available to support improvements at the airport.

Our government is focused on building British Columbians a safe, efficient and dependable multi-modal transportation network. This year's convention theme—Value of One, Power of Many—speaks to the opportunities that lie ahead as we keep working together to deliver on this commitment.

Thank you again for taking the time to meet with me.

Sincerely,



Rob Fleming
Minister

Copy to: Kathryn Krishna, Deputy Minister

Kevin Richter, Associate Deputy Minister
Highways and Regional Services Division

Reg Bawa, Assistant Deputy Minister
Policy, Programs and Partnerships Division

Kevin Volk, Assistant Deputy Minister
Integrated Transportation and Infrastructure Services Division

Kirk Handrahan, Executive Director
Marine Branch

Trish Rorison, Executive Director
Transportation Programs Branch

Reg Faubert, Manager
Programs and Air Policy
Transportation Programs Branch

VILLAGE OF MASSET

BYLAW NO. 654, 2022

A bylaw to amend Zoning Bylaw No. 422

WHEREAS the Village of Masset has received an application to rezone Lot 31, 32, Block 47, District Lot 7, Land District 46, Plan PRP946A, PID 011-718-081, 011-718-099, 2463 Harrison Avenue; and

WHEREAS the Council for the Village of Masset has deemed it expedient to amend the zoning of Lot 31, 32, Block 47, District Lot 7, Land District 46, Plan PRP946A, PID 011-718-081, 011-718-099, 2463 Harrison Avenue from RR-1 Rural to Residential 1 (R-1) of Zoning Bylaw No. 422;

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

1. That Lot 31, 32, Block 47, District Lot 7, Land District 46, Plan PRP946A, PID 011-718-081, 011-718-099, 2463 Harrison Avenue, be rezoned from RR-1 RURAL to Residential 1 (R-1)
2. This bylaw may be cited as "Zoning Amendment Bylaw No. 654, 2022".

PUBLIC HEARING HELD THIS

READ A FIRST TIME THIS

READ A SECOND TIME

READ A THIRD TIME

RECONSIDERED AND ADOPTED THIS

Administrator

Mayor

Certified a true copy of the "Zoning Amendment Bylaw No. 654, 2022"

Administrator

Rezoning Application

September 12, 2022

Lot 31 & 32, District Lot 7 Plan PRP946A
2463 Harrison Avenue, Masset, BC V0T 1M0
From: RR1
To: Residential (R2)
Proponent: Mr. Jake Robert Alan Daly and Ms. Emma Rose Anderson
778-210-0046, 778-887-3259
10emmaanderson@gmail.com
jradaly@gmail.com

To the Masset Zoning Committee,

We are writing to you to put forth a rezoning application for the address of 2463 Harrison Avenue, Masset, BC V0T 1M0 located on block 47, District Lot 7, Plan 946A. This land is currently zoned RR1 and the lot size is 2389 m², which according to section 302.1 of the Masset Zoning Bylaw, is deemed too small for any type of land use. Through dialogue with a Survey company we were informed that this parcel plan was created originally in 1910 and an additional plan was prepared in 1990. It is our understanding that many of the undersized parcels in Masset which have had plans created before the zoning effect in 1994 are honoured under section 213 *Undersized Parcels* or subsequently rezoned appropriately.

We would like to propose a zoning change from RR1 to R2. We are requesting R2 zoning as it allows for multiple family use which aligns with Masset's IOPC for 2040 which highlights access to housing availability and encourages housing density. The lot is currently quite neglected, a visual eyesore from Harrison Ave, and contains old deteriorating infrastructure that poses a safety risk. If the lot is rezoned, our hope is to build ourselves a home in Masset as well as a secondary dwelling for our parents as they age. With our proximity to the hospital, we have also considered utilizing the secondary dwelling to host medical professionals if the need exists. Having an R2 zoning would allow us to house both our family or medical professionals legally and comfortably.

Thank you for considering our application. Please do not hesitate to contact us with any questions or concerns that may arise.

Jake Daly & Emma Anderson

Following Discussion (via email) + clarification
on lot size, request is amended to
rezone to R1.



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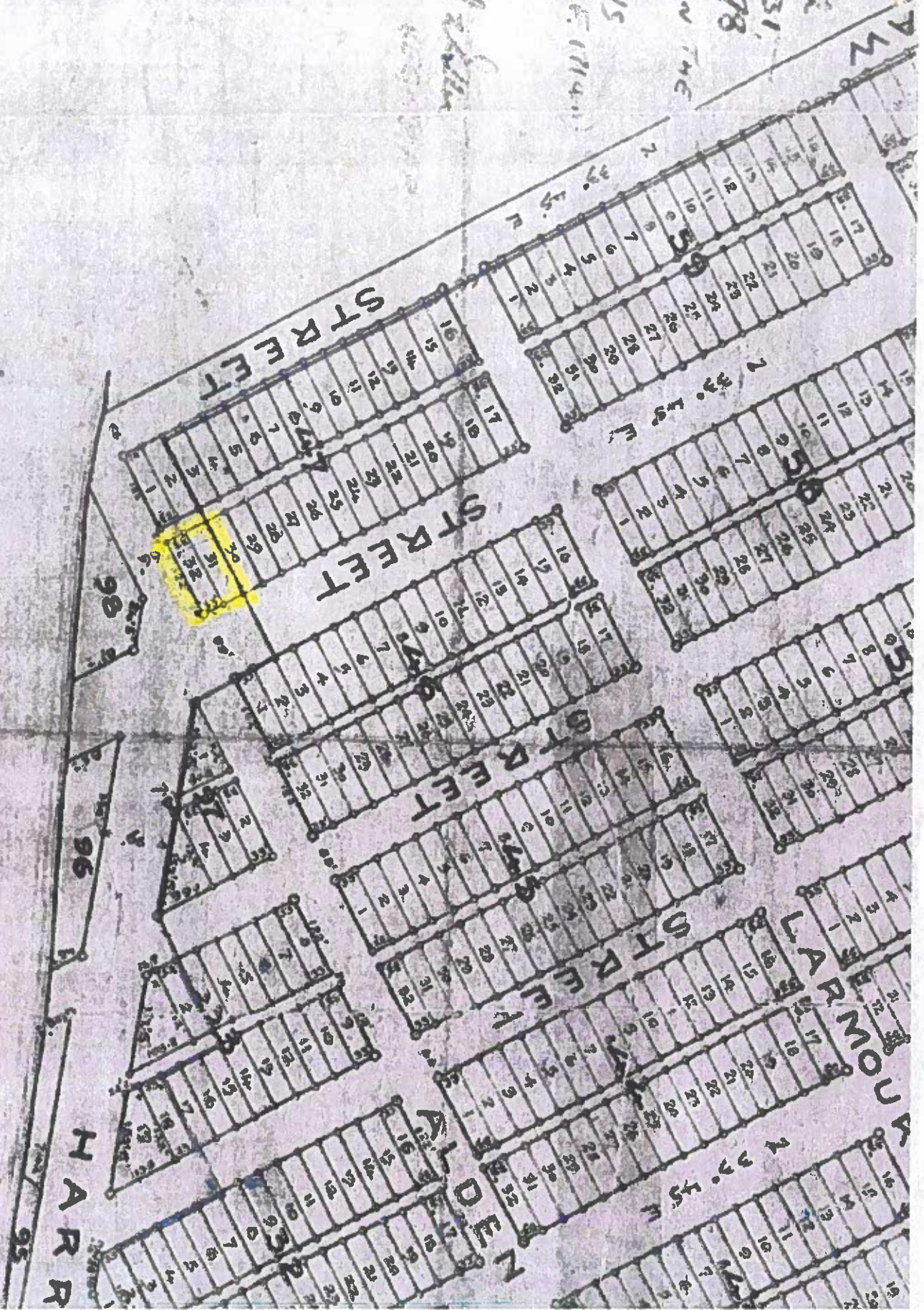
WITIN THE
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PLANS

SEE D.E. 11411
11415

World Atlas

11415



Lianne trepanier

From: cao@masset.ca
Sent: October 19, 2022 10:03 AM
To: admin@masset.ca
Subject: FW: 2023 business facade program

Hi, we should put this on the agenda and confirm if we have anything left over!

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

Wings. Waves. Wilderness – www.massetbc.com

From: Andrew Hudson <andrew@gohaidagwaii.ca>
Sent: October 18, 2022 10:47 AM
To: Joshua Humphries <cao@masset.ca>
Subject: 2023 business facade program

Hi Josh,

The NDI Business Façade program hasn't changed since September 2021, so I can draft a Masset application for 2023 based on our most recent application from 2018.

Before they actually transfer funding for a 2023 business facade program, NDI requires us to report on all previous Business Facade program spending by 31 January 2023.

I can work with Lianne to make sure that's done — it sounds like there was only one business in the 2022 program, Hecate Strait Employment Development Society. If there is any 2022 funding left over, we can carry that amount forward and apply for that amount less the full \$20,000 available for 2023.

Thank you,
Andrew

Andrew Hudson

Grant writer, Misty Isles Economic Development Society (MIEDS)
250-626-9150

MIEDS.ca | GoHaidaGwaii.ca | LoveHaidaGwaii.com

Facebook: [@misty.isles.ec.dev](https://www.facebook.com/misty.isles.ec.dev) Instagram: [@gohaidagwaii](https://www.instagram.com/gohaidagwaii) YouTube: [@hgtourism](https://www.youtube.com/hgtourism)

Local Government Internship and First Nations Government Internship

Host Local and First Nations Government Application Guide



Program Overview

Northern Development provides grant funding for municipalities, regional districts and First Nation governments* (see "Funding Terms") to host and mentor an intern for a 12-month period starting in May. The Local Government and First Nations Government Internship Programs provide a high level of professional development and training to prepare recent graduates for a career in local or First Nations government, while supporting capacity building and succession preparation in communities in northern B.C. The internship programs support local government and rural, Indigenous communities to recruit and retain talented young professionals. Only communities located in the [Northern Development service area](#) are eligible to apply.

One internship program goal is to provide insight into the wide range of careers available within local and First Nations government. This includes opportunities in management and administration, corporate services, planning and development services, environmental services, finance, human resource, public works, external relations and membership engagement, health, education and economic development. The internship program promises to provide a high level of professional development and training that will prepare university and/or college graduates for more senior roles in local and First Nations government.

*Note: Tribal councils are not considered eligible applicants.

Program Objectives

The internship program objectives are:

- Accelerate operational learning and permanent career placement in local government and First Nations government in Northern B.C.
- Provide results focused professional training with Northern Development and host communities
- Help interns develop competencies essential to local government and First Nations government administration
- Make local and First Nations government a career of choice by financially supporting internship opportunities for post-secondary graduates
- Develop professional, long-term capacity in local and First Nations government administration
- Allow for the flexibility of learning experiences where local and First Nations governments wish to jointly offer a placement for an intern
- Promote career development, advancement opportunities and quality of life in Northern B.C.

Internship opportunities are not intended to be for positions covered by collective agreements. Host local and First Nations governments are responsible for undertaking consultation with their respective unions, if applicable, to clarify the objectives of this program.

Host Eligibility and Criteria

All municipalities, regional districts and First Nations bands located within the [Northern Development region](#) are eligible to apply to host an intern and may apply either as a single applicant, or as a joint applicant with another local or First Nations government.

An advisory committee for the program will review all First Nations government applications and Northern Development staff will review all local government applications. Applications for the internship programs will be reviewed to ensure all criteria are met. The criteria are:

- Strong, organizational commitment to the vision and goals of the program
- Strong council/board – administration relationship exists
- The chief administrative officer, band manager, or senior manager has agreed to serve as the mentor throughout the internship and an alternate mentor identified in case of prolonged absence from primary mentor
- Sufficient resources, both financial and staff
- A demonstrated willingness to provide training in and exposure to, a range of local or First Nations government duties and responsibilities
- Commitment to provide mentoring, training and professional development opportunities for the intern and a commitment to a positive work environment
- Position description submitted with the application
- A 12-month work plan, submitted with the application, that demonstrates exposure to multiple departments and proposed projects to be undertaken by the intern
- The host local / First Nations government agrees that any disciplinary issues will be managed in collaboration with Northern Development
- Financial contribution toward associated expenses involved in hosting an intern

Successful Host Requirements

Host local and First Nations governments that are selected and approved will be informed and receive an approval letter by the end of January. Approved host local and First Nation governments will be required to participate in the recruitment, interview, and selection process of intern candidates (see “Key Dates”). Upon selection and designation of placement of the intern, the host government will be responsible for obtaining a satisfactory criminal record check from the designated intern. Approved hosts will be required to provide a copy of the signed employment agreement (using Northern Development’s template), then sign a contract with Northern Development outlining the agreement of the grant and its terms.

Position Description and Work Plan

Host local and First Nations governments are expected to create and carry out an agreed upon work plan. The work plan must reflect the operational needs of the host local or First Nations government and must provide the intern with exposure to the complexities of local or First Nations government operations.

The host government and intern will review the work plan at the beginning of the internship and set goals and objectives. The host government and intern are expected to undertake periodic reviews of these goals and objectives.

The objectives of the work plan include:

- Demonstrate and support the host local or First Nations government's commitment with a structure to guide the intern's mentoring, training and learning
- Indicate the extent to which the intern will be exposed to the key aspects of local or First Nations government administration and operations
- Ensure the intern is exposed to the key aspects of local or First Nations government administration to understand and further competencies essential to government structure, management and operations
- Support the intern's training through contact with several experienced and knowledgeable individuals, and information from various resources
- Clearly articulate the duties to be performed and qualifications required by the host local or First Nations government for the position

Networking and Professional Development

Interns participating in the Local Government Internship Program and First Nations Government internship program are encouraged to attend relevant training, which can be determined with host organizations, such as Aboriginal Financial Officers Association of BC's workshops, or the Municipal Administration Training Institute (MATI) Foundations course (required for Local Government Internship). Interns are encouraged to participate in ongoing discussions with each other, including required monthly group conference calls, to document and share learning and experiences during the internship.

Ongoing Support

The host local or First Nations government and intern can expect ongoing support throughout the internship. The program does not guarantee permanent employment with the host government at the end of the internship. Northern Development and host local and First Nations governments are expected to promote the interns to other First Nations and local governments in central and northern B.C. to fill permanent career opportunities.

Funding Terms

Local Government Internships

Host local governments are eligible to receive a grant of up to \$50,000 from Northern Development to assist with the cost of hosting a local government intern for a 12-month period.

- Up to \$35,000 must be used toward the salary of the intern. Host communities are required to provide \$10,000 toward the salary of the intern (a base salary of \$45,000 is required). A minimum of 10 days vacation over the 12-month term or 4% vacation pay is required
 - The local government must pay mandatory employment related costs (MERCs) (such as CPP, EI, WCB) in addition to the salary and may choose to offer additional benefits (medical, dental, etc.) to the intern
- There is a \$5,000 allowance to support registration and travel costs related to training and professional development for the intern. These funds are distributed directly by the host local government and reimbursed in accordance with reporting.*
 - Participation in the Municipal Administration Training Institute (MATI) Foundations course is a requirement of the internship. Northern Development will pay the MATI registration fee from this allowance
 - * Northern Development will pay the MATI registration fee directly and will update the host local government of the available remaining balance.
 - The remaining balance of the allowance can be used to support further training and professional development opportunities identified by the host local government (excluding GST)
- Up to \$10,000 as a housing allowance may be provided (see “Housing Allowance”)

First Nations Government Internship

Host First Nations governments are eligible to receive a grant of up to \$55,000 from Northern Development to assist with the cost of hosting an intern for a 12-month period.

- Up to \$45,000 must be used towards the salary (a base salary of \$45,000 is required). A minimum of 10 days vacation over the 12-month term or 4% vacation pay is required
 - The First Nations government must pay mandatory employment related costs (MERCs) (such as CPP, EI, WCB) and may choose to offer additional benefits (medical, dental, etc.) to the intern
- The First Nations government will be required to pay \$5,000 to cover registration and travel costs related to training and professional development for the intern
- Up to \$10,000 as a housing allowance may be provided (see “Housing Allowance”)

Housing Allowance

Local and First Nations government interns may be provided a housing allowance of up to \$10,000 dependent on local rental costs. The housing allowance is to be used to support the cost of rent for the intern. The funds cannot be applied to additional costs associated with the tenancy (i.e: hydro, communications, etc.). Interns who have a monthly rent greater than \$1,000 independently, (are not sharing the cost with a roommate, partner, spouse) are eligible to apply to the housing allowance and will be required to submit proof of eligibility prior to being approved. Documents that will be accepted to prove eligibility include a rent receipt, signed housing agreement, or a letter from the landlord verifying the tenancy. Approval is through the host local or First Nation government in collaboration with Northern Development. Once approved, the difference will be distributed to the intern (i.e: if the cost of rent is \$1,300, the intern would be eligible for \$300 monthly up to a maximum of \$10,000 over the 12-month term). Funds are allocated by the host government and reimbursed to the host by Northern Development at the end of the placement in accordance with the final report. The funds are distributed to the intern, in addition to salary, on their paychecks as a taxable benefit.

Reporting

Host local and First Nations governments who would like to receive an interim reimbursement may provide an interim report up to December 31st to receive a partial reimbursement.

A final report is required within 30 days of the end of the internship from both the host local or First Nation government and the intern. These forms are available on Northern Development's website.

Key Dates

The program is designed to provide 12 months of training for each intern. The program starts at the beginning of May and ends April 30th the following year. This starting date has been designed to capture the greatest number of students who are graduating from post-secondary institutions. Students are encouraged to gain contacts and pursue permanent employment within a local, or First Nations government, in central or northern B.C. following (or during) their 12-month internship.

November	Northern Development and post-secondary institutions begin to publicly promote the program and begin recruiting process for host local and First Nations governments and intern candidates
January 7	Deadline for interested local and First Nations governments to submit their application package
January 28	Host local and First Nations government applicants are notified of application status
January 31	Host local and First Nations governments announced
February 11	Deadline for interested internship candidates to submit their intern application package
Mid March	Northern Development and host local and First Nations governments will interview and select internship candidates and complete contracts for employment
May 2	Interns participate in orientation and training provided by Northern Development, then transition into their host community for remainder of 12-month placement.

To Apply

Please review all program documents in detail as incomplete applications will not be considered.

Host local and First Nations governments interested in hosting an intern must submit a completed application package to info@northernddevelopment.bc.ca by midnight on January 7th and include:

- Completed Application Form (*available on Northern Development's website*)
- Proposed 12-month work plan
- Proposed job description
- Copy of (band) council resolution

Resources

- [Funding Program Matrix](#): Available funding programs and eligibility criteria.

Questions?

Northern Development Initiative Trust

301-1268 Fifth Avenue

Prince George, BC V2L 3L2

250-561-2525

info@northernddevelopment.bc.ca

www.northernddevelopment.bc.ca

Harbour Authority Management Committee

Minutes of the Meeting Held December 6, 2021 in Council Chambers

IN ATTENDANCE

Councillors: Terry Carty, Bret Johnston
Members (Community): Kimball Davidson
Supporting Staff: Ron Gates, Harbour Manager; Alan Smith, CAO

Regrets: Councillor Jim Currie, Darren MacLeod

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 7:04pm.

ADOPTION OF AGENDA

Moved by Councillor Johnston, seconded by Davidson, that the agenda be adopted as presented.

CARRIED

MINUTES

Moved by Councillor Johnston, seconded by Davidson that the minutes of the October 13, 2021 Harbour Authority Management Committee meeting be endorsed.

CARRIED

PRESENTATION

Keegan Flannery, Program Officer, Client Services/Small Craft Harbours

Mr. Flannery discussed the dredging process. If dredging were to occur, a traditional dredge would not work in Masset due to the unique geography and the entrance to the slough. A prop wash would be required to push the sediment out to sea. This is the same technique used in parts of the Fraser River. Sounding surveys are not helpful because of the sediment. This process could take a few years to be approved. Small Craft Harbours will contact the Harbour Manager to discuss what operational information is required to initiate the process.

Moved by Councillor Johnston, seconded by Davidson, that the presentation from Small Craft Harbours be received.

REPORTS: HARBOUR MANAGER AND CAO UPDATE

Ron Gates informed the Committee that he is resigning as Harbour Manager.

Moved by Councillor Johnston, seconded by Davidson, that the updates from the Harbour Manager and CAO be received.

CARRIED

NEW BUSINESS

NB-1 Masset Marine Rescue Society – Kids Don't Float Program

The Committee agreed to bring the request to Council for support.

Moved by: Councillor Johnston

Seconded by: Davidson

That the Village of Masset supports the request from the Masset Marine Rescue Society by providing a maximum of \$1500 to build a structure for the Kids Don't Float PFD Loaner Station subject to approval of the design; and

THAT the Masset Marine Rescue Society considers a design of the structure that takes into consideration covering the PFD from the elements.

CARRIED

NB-2 Schedule Next Meeting

TBD by the new CAO.

ADJOURNMENT

Moved by Councillor Johnston, seconded by Davidson that the meeting be adjourned at 7:36pm.

CARRIED

Chair

Mayor

Certified Correct, Administrator



Village of Masset

wings .waves . wilderness www.massetbc.com
PO Box 68 (1686 Main Street) Masset, BC V0T 1M0
Phone (250) 626-3995 Fax (250) 626-3968

October 19, 2022

Re: Masset Volunteer Fire Departments level of Service

The Village of Masset Council passed the following motion to declare the Masset Volunteer Fire Department's level of service to be exterior operations only.

Moved by Councillor Carty, seconded by Councilor Johnston, the Village of Masset confirms the level of service of the Masset Volunteer Fire Departments to be exterior operations only.

CARRIED

Sincerely,

Joshua Humphries
CAO



Training Course Proposal

Prepared for:

Mr. Gary Suha
Airport Manager
Masset Municipal Airport



Dear Mr. Gary Suha
Airport Manager
Masset Municipal Airport

Thank you for considering partnering with Aviation Fuel Solutions International Inc. to support your organization's training needs. We have developed this training course proposal to detail the training services we've discussed in our previous conversations.

If you have any questions, do not hesitate to contact us.

Ervin Appadoo
Director – Environment & Projects
Aviation Fuel Solutions International Inc.

Training Course Purpose

Masset Municipal Airport provides fuelling services to the airline customers operating both fixed wing and rotary wing aircraft at the Airport. It has a requirement for the training and certification of its staff and operatives in aviation fuel handling to ensure safe operations in full compliance with industry standards and Masset Airport Standard Operating Procedures (SOP)

AFSI provides a customised training solution that will meet the specific needs of the Airport leveraging its experience and know-how in delivering aviation fuel training solutions to customers in Canada and worldwide.

At the end of the course, participants will gain knowledge in all the applicable standards and recommended practices for handling fuel. They will be skilled to carry out the entire fuelling operation observing all the fuelling procedures that ensures a safe and reliable operation.

Training Course Program Details

Aviation Fuel Handling & Quality Control Training

Main Course Objectives:

This refresher course is designed to provide an overview of aviation fuel manufacturing and an understanding of product specifications and critical quality parameters for safety of operation. Participants will gain insights on aviation fuel handling, testing and quality control. The course will address issues such as fuel contamination and its mitigation as well as touching on some lessons learned from incidents across global aviation fueling operations. Importantly, the relevant changes in the newly released JIG Issue 13 standards will be discussed.

Detailed Objectives:

- ⇒ Jet A-1 - Product characteristics
- ⇒ Product Specifications, standards and best practices
- ⇒ Standards: Canadian CSA-B-836, ICAO, IATA, JIG and other standard-setting bodies
- ⇒ Supply chain analysis
- ⇒ Fuel quality throughout the supply chain
- ⇒ Fuel Tank Farm operations
- ⇒ Sampling of product
- ⇒ Laboratory analysis
- ⇒ Procedures for receipt, storage and dispensing of products
- ⇒ Health, Safety, Security and the Environment (HSSE)
- ⇒ Refueling Alert – Video
- ⇒ Practical training – Airport storage facility, fueling equipment and fueling operation

Course Duration: 3 days

Course Instructor: Domenic Caccese

Training Course Developers and Instructors



RAVIN J. APPADOO, PhD

Ravin Appadoo is a Consultant at IATA on aviation fuel matters. He is the President of Aviation Fuel Solutions International A.F.S.I., a consultancy company incorporated in Canada since 2007. Ravin is a seasoned aviation professional with over 20 years of experience in the industry. As an Aviation Fuel Consultant, his work involves conducting research, feasibility studies, market analysis, improving fuel efficiency of airlines, estimating emissions and carbon footprint of airlines, training and audit work for airlines, airports, oil companies and such organizations like IATA, the UN and ICAO.

Until 2005, Ravin Appadoo was Assistant Director Fuel Services at IATA, working from the Montreal Office, where he was the focal point for all technical and commercial fuel work of the commercial airline industry. In 2004 he was appointed Program Manager to spearhead the Fuel Action Campaign for the Association's member Airlines designed to identify fuel savings opportunities and improve operational efficiency. He organized and participated in the first Fuel Efficiency Gap Analysis (FEGA) at one IATA Airline. He also led the work of important industry Groups including serving as Secretary to the Aviation Fuel Working Group and Administrator of the IATA Fuel Quality Pool. Ravin runs several Fuel Management courses for IATA. Ravin is also an Aviation Fuel Safety expert for ICAO responsible for the design review of new airport fuel infrastructure worldwide.

Prior to joining IATA, Ravin followed a 15-year career at Air Mauritius, the national airline of Mauritius. His work experience with the airline covered a diverse portfolio of responsibilities ranging from engineering maintenance and airport operations through strategic fuel procurement, financial risk management and aviation insurance.

Ravin is an engineer by training, holding a bachelor's degree in mechanical engineering. He also holds an MBA from Surrey University, U.K. and a PhD in Air Transport Economics from Cranfield University, U.K. His doctoral research work

focused on Jet fuel and the impact of changing specifications on supply, distribution and price.



DOMENIC CACCесе

Domenic Caccese is a consultant at Aviation Fuel Solutions International Inc. He has a broad and rich experience in Quality Control Systems, Inspections Training and Operation Standards spanning a 42-year career in commercial aviation.

Domenic's experience and expertise covers all aspects of Aviation Fuel Handling Operations. His responsibilities include operations planning and control, supervision and overseeing the Training and Quality Assurance departments. He is an Aviation Fuel Specialist with training certifications from major European, American, and Canadian airlines. Domenic has extensive experience in Into-Plane Fueling, Hydrant Systems, Tank Farm Operations. Maintenance of Jet Fuel storage facilities and product receiving & delivery via Pipeline, Tanker Trucks, Rail Cars, and Marine vessels, and is conversant with all National and International quality control standards.

Domenic's responsibilities and expertise also include:

- ⇒ Health & Safety.
- ⇒ Emergency Response Plans.
- ⇒ Transportation of Dangerous Goods Certifications (Aviation Fuels).
- ⇒ Environmental responsibilities & training,
- ⇒ Confined Space Entry & WHIMIS training.
- ⇒ Record Keeping,
- ⇒ Inventory conciliation and controls.

Domenic has performed Station Audits and Inspections of Aviation Fuel storage and into Plane Facilities verifying compliance with international aviation industry Standards for JIG 1-2-3, IATA, ATA 103, NFPA 407, ASTM, API, B836-16 and UN.

Training Course Program Rates

Name	Price (daily)	Days	Subtotal
Course design and development	\$800	3	2,400
On-Site Training for up to 5 participants	\$ 1000	3	\$3,000
Travel – Air Ticket (Montreal – Basset Airport)	Return ticket		\$2,500
Lodging & Accommodations + per diem	\$250	5	\$1250
Ground Transportation (Montreal)	\$75-	2 trips	\$150
Ground Transportation (B.C)	\$75	2 trips	\$150
	Total		9,450.00

Tax (HST) @ 5%	472.50
Total	\$9,922.50

Bank Details:

Name of the company: **Aviation Fuel Solutions International A.F.S.I Inc.**

Address of the company: 867 Chelsea Crescent
Cornwall, ON, Canada K6H6Y6

Beneficiary Bank: Toronto Dominion Bank

Address : 525 Viger Ouest

Suite 100

Montreal, Quebec

Canada H2Z 0B2

SWIFT code: TDOMCATTOR

Transit, Financial Institution, Designation Numbers: 41601-004-0010

Account number: 0010 – 5245673



Approval:

Mr. Gary Suha
Airport Manager
Masset Municipal Airport

A handwritten signature in black ink, which appears to read "R Appadoo".

Signature:

Signature:

Ravin J Appadoo
President
Aviation Fuel Solutions International Inc.
Date: 18 Oct 2022

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
012298	003	01/09/2022	A0072	Arc & Anchor Ironw	1072	Repairs FD/WP	780.75		780.75	
012299	003	01/09/2022	B0056	BRENNTAG CANADA IN	46557383	WP Chemicals	9,147.16		9,147.16	
012300	003	01/09/2022	B0058	Centrix Control So	INV69252	WP O&M	1,377.60		1,377.60	
012301	003	01/09/2022	B0068	Bandstra Transport	T241374	Janitor's warehous	195.24		195.24	
012302	003	01/09/2022	B0070	Bedard, Ted	411230	Airport Janitorial	1,941.66		1,941.66	
012303	003	01/09/2022	D0001	Haida Gwaii Consum	July22	Multi GL's HG Coop	891.02		891.02	
012304	003	01/09/2022	D0011	DRIFTTECH MECHANIC	13610 13626	PW equip Grader FD Hub pumper repa	952.00 1,232.02		2,184.02	
012305	003	01/09/2022	D0057	Dynamic Rescue Tra	3268	WP infrastructure	2,887.50		2,887.50	
012306	003	01/09/2022	F0037	Fast Fuel Limited	CL59122	FD Vehicle 19Aug22	266.16		266.16	
012307	003	01/09/2022	F0039	Foresight Innovati	VOM 2202	Seaplane landing u	189,341.25		189,341.25	
012308	003	01/09/2022	G0093	Gowler, Jevan	FD wages Aug2	FD chief wages Aug	160.00		160.00	
012309	003	01/09/2022	H0116	Humphries, Joshua	Rmbrs Grammar Reburse airfa rebrs course	Reimbursement for Reimburse Airfare Reimburse safety m	192.05 2,571.44 50.00		2,813.49	
012310	003	01/09/2022	J0006	BULKLEY-STIKINE JA	183919	Roller Rink suppli	475.05		475.05	
012311	003	01/09/2022	K0004	Northern Savings I	146483	FD ins. Oct22-Sept	1,748.00		1,748.00	
012312	003	01/09/2022	M0007	MASSET SERVICES	6258	Brenntag freight	477.75		477.75	
012313	003	01/09/2022	N0026	NORTH ARM TRANSPOR	SI077614 SI077663 SI77682 SI077747 SI077767	Jet A-1 18011.3 Jet A-1 17999.3 Jet A-1 18002.4 Jet A-1 fuel 17985 Jet A-1 18007.7	32,983.47 32,961.50 32,967.18 32,121.40 32,161.93		163,195.48	
012314	003	01/09/2022	N0044	Northwest Hydraul	42326	Flood & Erosion Pr	6,277.58		6,277.58	
012315	003	01/09/2022	P0016	PURULATOR COURIER	451293938	Late fee (inv#4509	6.24		6.24	
012316	003	01/09/2022	R0036	Rootham Services G	3445 3443 3442	WP Safety grant (E Terminal emergency Storage bldg	1,961.83 1,015.89 862.52		3,840.24	
012317	003	01/09/2022	T0005	T.L.C. AUTOMOTIVE	0000156391 0000156415 0000156414	PW fuel Hub pumper FD CVI PW equip - spartan	235.43 145.54 145.54		526.51	
012318	003	01/09/2022	T0089	Thorgeirson, John	FD wages Aug2	FD chief wages Aug	160.00		160.00	
012319	003	01/09/2022	W0040	Williams, Natasha	2022-08-26	Janitorial Aug22	1,980.00		1,980.00	
012320	003	09/09/2022	B0001	BC HYDRO & POWER A	104013934615 400003662142	PEP Bldg BC Hydro Multi GL'	66.87 14,628.94		14,695.81	
012321	003	09/09/2022	B0070	Bedard, Ted	09Sep22	2022 Boot Allowanc	300.00		300.00	
012322	003	09/09/2022	C0027	CANADA CUSTOMS & R	Aug 2022 22Aug FT	22August PT 22August FT	4,277.67 20,308.76		24,586.43	
012323	003	09/09/2022	H0085	Hale, Tammy	08Sep22	2022 Consignment S	265.20		265.20	
012324	003	09/09/2022	O0020	Paterson, David	01Sep22	2022 VOM Scholarsh	1,500.00		1,500.00	
012325	003	09/09/2022	T0003	TELUS BC Inc.	25Aug22	Telus Multi GL's A	972.55		972.55	
012326	003	09/09/2022	t0082	Telus Mobility	21Aug2022	Telus Mobility 21A	730.94		730.94	
012327	003	09/09/2022	W0076	Wettlauffer, Marya	09Sep22	2022 Consignment S	201.45		201.45	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
012332	003	16/09/2022	B0024	BRENNAN, DEIRDRE	16Aug22	Gardening 9-11Sept	120.00		120.00	
012351	003	21/09/2022	P0023	PitneyWorks	Sept22	Postage Sept22	315.00		315.00	
012350	003	21/09/2022	P0016	PURULATOR COURIER	451466205	Cleartech freight	64.76		64.76	
012349	003	21/09/2022	O0024	Operations Economi	22-08-03	Air fees analysis	1,890.00		1,890.00	
012348	003	21/09/2022	O0021	On The Mark Servic	OMS2291 OMS2310	Remove sand spread Install sand spre	151.20 498.41		649.61	
012347	003	21/09/2022	O0020	Paterson, David	FD Med E.Dame	FD medical physica	75.00		75.00	
012346	003	21/09/2022	N0026	NORTH ARM TRANSPOR	SI077817 SI077822 SI077853 SI077937 SI077996 SI077964 SI078040	Airport diesel Jet A-1 fuel 17761 Chemicals freight Jet A-1 17006.9 Jet A-1 18032 PW equip Jet A-1 18010.5	3,029.55 31,722.39 372.65 30,374.51 32,205.34 156.96 32,166.95		130,028.35	
012345	003	21/09/2022	M0407	Mascon	154867Air Oct 154579AdmnOct 155040PW Oct2	Air Internet Oct22 Admin interest Oct PW internet Oct22	127.05 123.20 84.00		334.25	
012344	003	21/09/2022	M0083	Ministry of Forest	WCMOF2301	WLDT Fire & Safety	460.00		460.00	
012343	003	21/09/2022	M0007	MASSET SERVICES	6271	Brenntag freight	477.75		477.75	
012342	003	21/09/2022	K0018	Kaltech Solutions	1000	CZMT Support	2,256.78		2,256.78	
012341	003	21/09/2022	I0058	Inland Air	00592001	Northern labs frei	26.00		26.00	
012340	003	21/09/2022	H0110	Harbour Authority	00001703	Annual Membership	225.00		225.00	
012339	003	21/09/2022	F0037	Fast Fuel Limited	CL59605	MVFD fuel	76.51		76.51	
012338	003	21/09/2022	D0011	DRIFTTECH MECHANIC	13628	Freightliner CVIP	1,378.02		1,378.02	
012337	003	21/09/2022	C0025	CLEARTECH INDUSTRI	CM318268 INV1038945	WP chemicals CR WP chemicals	3,937.50- 4,254.43		316.93	
012336	003	21/09/2022	C0004	Staples Advantage	60406367	Surgical Masks	221.70		221.70	
012335	003	21/09/2022	B0004	BIG RED ENTERPRISE	21269	Big Red Aug22	2,648.30		2,648.30	
012334	003	21/09/2022	A0072	Arc & Anchor Ironw	1076	PW equip B95	502.00		502.00	
012333	003	21/09/2022	A0003	ASSOCIATED ENGINEE	286662 286663	WP upgrade proj. Safety upgrades/WP	37,544.11 6,127.15		43,671.26	
012352	003	21/09/2022	P0062	Pacific Coastal Ai	905-11837840	Speedy Copy freigh	26.25		26.25	
012353	003	21/09/2022	P0089	PACIFIC BLUE CROSS	1220035	Sept22 remit PBC	3,040.91		3,040.91	
012354	003	21/09/2022	R0036	Rootham Services G	3444	VOM Office Fire ai	131.25		131.25	
012355	003	21/09/2022	S0208	Suha, Gary	20Sept reimbr	Office supplies/BC	178.39		178.39	
012356	003	21/09/2022	S0209	Stoltzfus, Cyrus	058610	Air runway mowing	4,725.00		4,725.00	
012357	003	21/09/2022	T0005	T.L.C. AUTOMOTIVE	0000156428 0000156534 0000156532 0000156558 0000156594 0000156614	PW fuel PW fuel PW fuel PW vehicles PW diesel PW equip riding mo	650.35 113.97 192.78 213.31 232.13 248.44		1,650.98	
012358	003	21/09/2022	V0001	VANCOUVER ISLAND R	3rd qtrr 2022	3rd Qtrr Levy libr	7,695.25		7,695.25	
012359	003	21/09/2022	W0004	WESTPOINT AUTOMOTI	832-394527	Shop Supplies	268.71		268.71	
012360	003	21/09/2022	W0088	WASCO Winnipeg Air	103237	Aug22 Air SMS	2,380.00		2,380.00	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
012361	003	21/09/2022	X0001	XEROX CANADA INC.	50288549 698277 85621268	Copier Lease Late Fee Copies Aug22	426.34 2.68 124.00		553.02	
012362	003	22/09/2022	H0108	Haida Gwaii Fitnes	Sept22	Pymt from account	10,000.00		10,000.00	
012363	003	23/09/2022	B0024	BRENNAN, DEIRDRE	19Sept22	Gardening 12-19Sep	570.00		570.00	
012364	003	29/09/2022	B0024	BRENNAN, DEIRDRE	29Sept22	Gardening 21-28Sep	430.00		430.00	
012365	003	29/09/2022	B0070	Bedard, Ted	411231	Air Janitorial Sep	1,941.66		1,941.66	
012366	003	29/09/2022	C0039	Clark Freightways	C06313863 C0623610	Fred Surridge frei Fred Surridge frei	163.46 291.48		454.94	
012367	003	29/09/2022	C0106	Carty, Terry	UBCM'22 trave	UBCM '22 travel cl	480.00		480.00	
012368	003	29/09/2022	D0001	Haida Gwaii Consum	Aug22	Multi gl's Aug22 H	1,177.54		1,177.54	
012369	003	29/09/2022	D0011	DRIFTTECH MECHANIC	13658 13659	PW equip B95 PW equip B95	224.00 347.49		571.49	
012370	003	29/09/2022	F0032	4imprint, Inc.	10334986	Pens (souvenir)	667.96		667.96	
012371	003	29/09/2022	H0116	Humphries, Joshua	Moving 2022 UBCM'22 trave	Moving expenses J. UBCM '22 travel cl	6,919.38 1,944.36		8,863.74	
012372	003	29/09/2022	N0001	Inlet Supply Ltd.	Aug22	Multi gl's Aug22 I	439.13		439.13	
012373	003	29/09/2022	N0039	Tenaquip Limited	14800760-00 14852442-00	Shop supplies Shop Supplies	375.71 106.25		481.96	
012374	003	29/09/2022	P0089	PACIFIC BLUE CROSS	1233413	Oct22 remit PBC	3,401.82		3,401.82	
012375	003	29/09/2022	R0036	Rootham Services G	3461	Air Runway lightin	315.00		315.00	
012376	003	29/09/2022	S0017	FRED SURRIDGE LTD.	000663212 000663213	Water sys O&M Water sys O&M	2,198.47 2,219.75		4,418.22	
012377	003	29/09/2022	S0022	North Coast Reg. D	13112	July/Aug22 garbage	26,638.88		26,638.88	
012378	003	29/09/2022	T0003	TELUS BC Inc.	25Sept22	25Sept22 Telus	967.72		967.72	
012379	003	29/09/2022	T0005	T.L.C. AUTOMOTIVE	0000155131 0000155431 0000156366 0000156492 0000156629 0000156672 0000156676	PW fuel PW diesel PW diesel PW diesel Air Vehicle parts PW fuel Airport vehicle	125.75 47.25 31.63 492.29 38.84 226.80 1,869.76		2,832.32	
012380	003	29/09/2022	T0082	Telus Mobility	21Sept22	Multi gl's 21Sept2	1,042.23		1,042.23	
012381	003	29/09/2022	V0001	VANCOUVER ISLAND R	4th qtr 2022	4th qtr Levy 2022	7,695.25		7,695.25	
012382	003	29/09/2022	W0040	Williams, Natasha	2022-09-26	Janitorial Sept22	1,830.00		1,830.00	
Total:							715,531.92	0.00	715,531.92	

Payment Summary		
Description	Qty	Amount
Cheque	81	715,531.92
EFT	0	0.00
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	81	715,531.92

*** End of Report ***

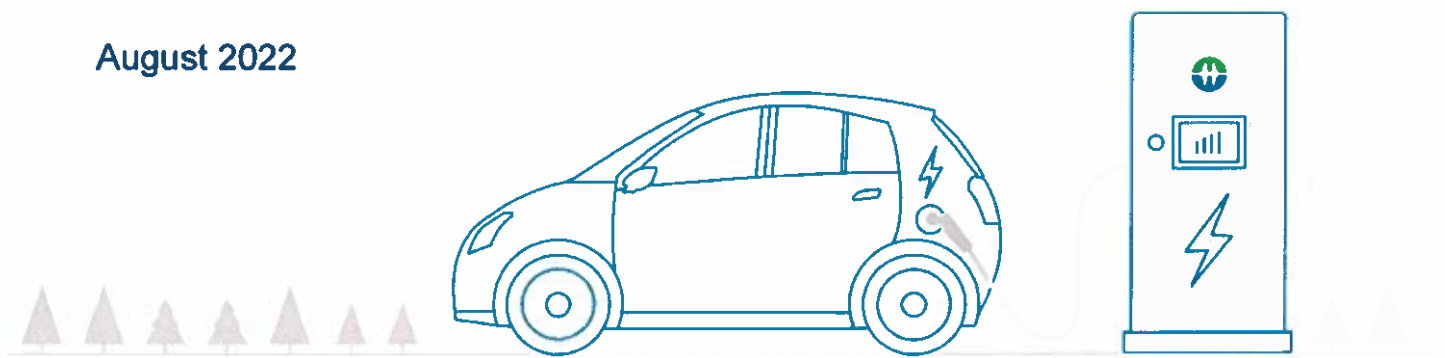


BC Hydro DC Fast Charging Network

the critical EV infrastructure for transitioning to low-carbon mobility

Station Host Engagement - Partners

August 2022



 **BC Hydro**
Power smart

BC Hydro & Electric Vehicle Infrastructure Overview

Role of Fast Chargers:

- Fueling stations for EVs
- Located along key driving routes
- Drivers can drive greater distances with reasonable recharge times – 30min to an hour vs 8-12hrs at lower charging levels

Why Electric Vehicles & BC Hydro?

- BC Hydro is removing barriers for Electric Vehicle (EV) adoption
- We're looking for partners to host and support additional fast charging Sites across the Province
- Phase 6 – fund application stage



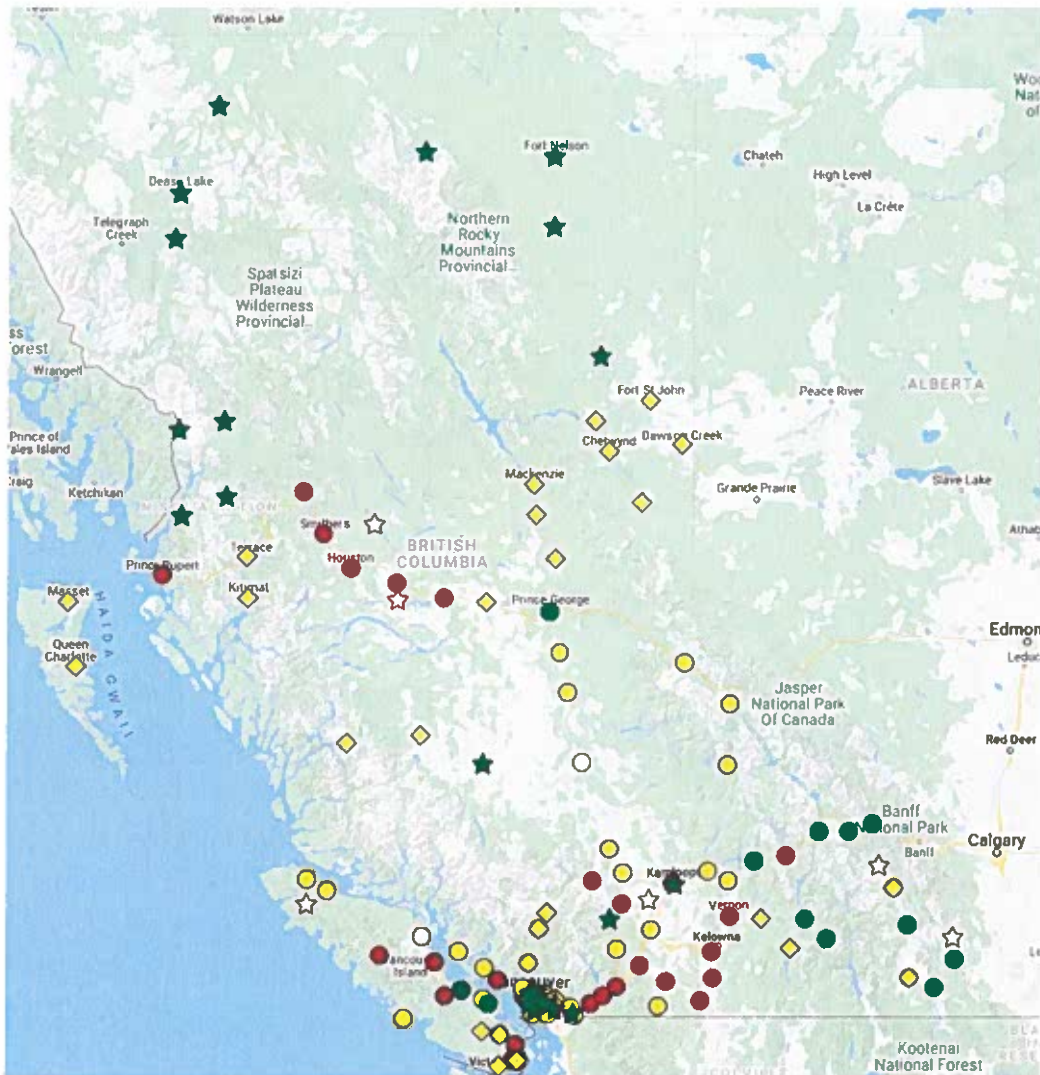
EV Market in BC today?

- 74,000+ EVs registered in BC as of December 2021, approaching 10% of new car sales
- EV adoption is predominantly in the Lower Mainland, but rural uptake is starting with the introduction of long range EVs in the last year or two and electric trucks arriving in 2022
- \$8,000 in [provincial](#) and [federal](#) EV purchase incentives
- [Charging station rebates](#)
- CleanBC – 100% EV sales by 2035

BC Hydro EV Station Network

- Mandate: to electrify all highways and major roads by 2024 and meet market demand
- Sites are approximately 60 to 80km apart to accommodate all EV models
- Greater spacing is anticipated for remote Highways 37 & 97 to the Yukon border
- Over 80 sites (110+ chargers) across BC





BC Hydro Fast Charging Network

- ★ Planned and future
- ◆ Under construction
- In service

July 2021

BC Hydro
Power smart

Not all EVs are created equal....



BEV

plug-in battery
electric vehicle

no internal combustion engine
battery only
lowest cost per km driven
zero emissions



nissan leaf



PHEV

plug-in hybrid
electric vehicle

fossil fuel and electric
ability to plug in
extended range over BEV



chevrolet volt

Types of Charging - AC Level 1 & 2

(AC – alternating current)

- **LEVEL 1 (rudimentary charging for home or office)**

- 1kW - requires 120V outlet
- Charging rate: 5 km / hour
- Fully charge overnight or during work



- **LEVEL 2 (all-around general charging)**

- 6kW - requires 208/240V electrical circuit charging station installed by qualified electrician
- Charging time: 18 – 36 km / hour
- 4 – 6 hours to approx. 80% battery capacity
- Most stop for 2 – 3 hours
- Keeps visitors in a community – dinner, shopping, attractions
- Cost in electricity for a 2-hour stop is ~ \$1.50



Types of Chargers (Level 3 DC Fast Charge)

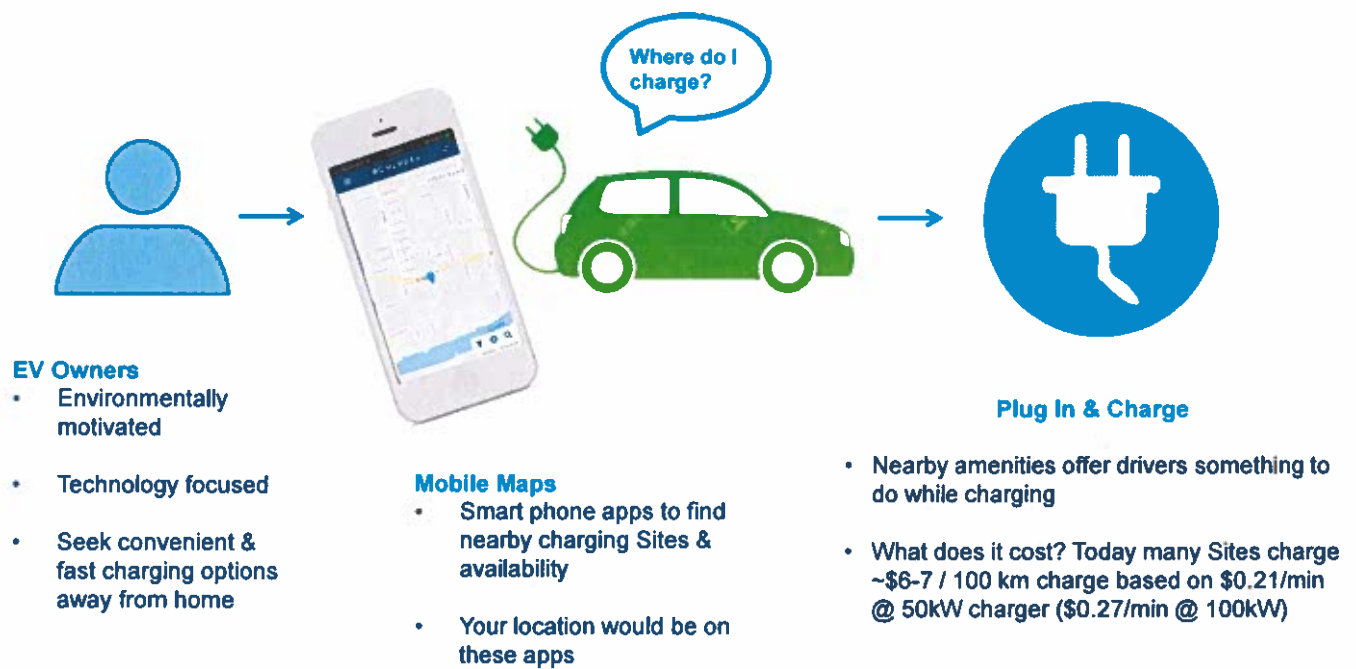
- Use direct current (DC) to vehicle charge port
- 50kW to 350kW power output
- Require 3-phase (commercial/industrial grade) power input
- High cost to purchase and install
- Best suited to “en-route” charging, get drivers back on the road ASAP



- Charging time for ~100 kms of range:
 - 30 mins @ 50kW
 - 10 mins @ 150kW
- Typically a 30 – 60 minute stop. EV drivers are encouraged to remain with vehicle, except for a quick washroom/coffee break
- All BEVs and some PEV's can charge at DCFC's (Tesla requires an adaptor)

How it works

FOR THE EV DRIVER



2-Charger Pull-Through (Lillooet)



Ideal Scenario



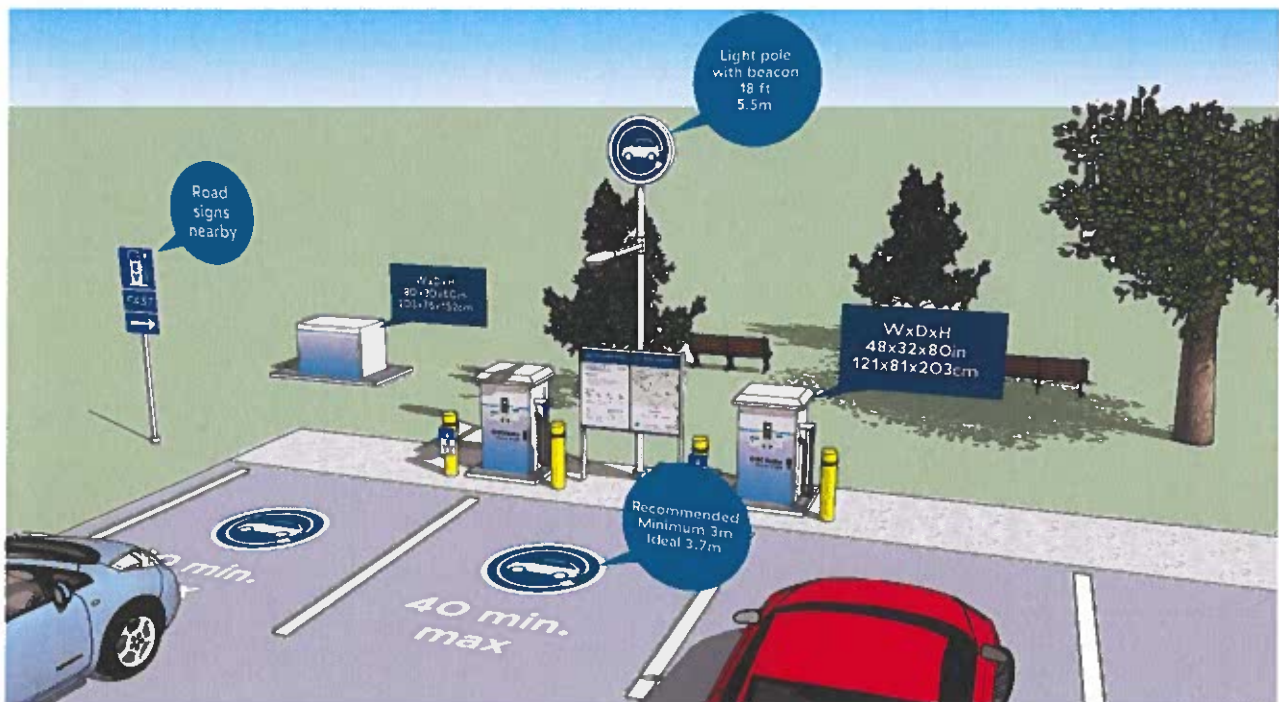
2-Charger Pull-In (Downtown Victoria)



2-Charger Pull-In Island (New Hazelton)



Station Components



Value for our Partner and Host

Contributor	\$ per station, 2 chargers (50kW + 100kW)
Partner (government/private)	\$0 / \$12,500
BC Hydro	\$165,000
BC Government	\$50,000
Natural Resources Canada (NRCan) Zero Emission Vehicle Infrastructure Program	\$125,000
Total	\$340,000

Benefits for Station Hosts

- Demonstrate climate action leadership by partnering with us to reduce vehicle greenhouse gas emissions and support EV ownership
- Provide your community and customers with 24/7 access to charging Sites for convenient and efficient EV charging
- Drive traffic and visitors to your community and local businesses

Roles & Responsibilities

BC Hydro and Hosts will select an EV station area for two chargers based on 24/7 public access, security, proximity to amenities, and electrical supply.

Host Contributions

- Host will provide the land necessary for hosting the station equipment and operations (10-year commitment).
- The Host will include the EV station area in their normal site security and maintenance and notify BC Hydro of issues immediately.

BC Hydro Responsibilities

- BC Hydro will draft a license agreement for review. The Host will continue to own the land where the station / parking stalls are located.
- BC Hydro will design, install, own and operate the charging station in accordance with a 10-year lease or license agreement with Hosts.
- BC Hydro will be responsible for ongoing maintenance and operation of the charging station.

