

A G E N D A
for

REGULAR COUNCIL MEETING
September 11, 2023

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

August 28, 2023 Minutes

Public Hearing Development Variance Application Minutes, August 28, 2023

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Jack Thorgeirson

PETITIONS AND DELEGATES

Alissa MacMullin HG Rec (movies)

CORRESPONDENCE

C-1 BC Farmers Market Economic Impact Study

C-2 Work Safe Magazine

VERBAL REPORTS OF COUNCIL/CAO/CFO

NEW BUSINESS

NB-1 MIEDS Rural Diversification and Infrastructure Program Letter of Support

NB-2 WASCO Quarterly Report

NB-3 Siting and Use North Arm Application

NB-4 Painting Village Buildings

NB-5 AP Cheque Listing - June 1-30, 2023

NB-6 AP Cheque Listing - July 1-31, 2023

NB-7 AP Cheque Listing - August 1-31, 2023

PUBLIC QUESTION PERIOD

ADJOURNMENT

Village of Masset Regular Council Meeting of August 28, 2023

Minutes of the Regular Council Meeting held August 28, 2023 in the Council Chambers.

Present:	Mayor:	S. Disney
	Councillors:	J. Currie, T. Carty, B. Johnston, B. Pages
	CAO:	J. Humphries,
	Intern:	A. Olee
Absent:	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 7:00 pm.

ADOPTION OF AGENDA

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

CARRIED

COUNCIL MEETING MINUTES

Council Meeting Minutes July 10, 2023

Moved by Councillor Pages, seconded by Councillor Johnson that the July 10, 2023 Council meeting minutes be adopted as presented.

CARRIED

MINUTES AND REPORTS OF OTHER ORGANIZATIONS

NCRD Board Highlights August 2023

Moved by Councillor Pages, seconded by Councillor Carty that the NCRD Board report be received and filed.

CARRIED

PETITIONS AND DELEGATES

1. Concerned Citizens of Masset (working name)

Meredith Adams Spoke on behalf of the Concerned Citizens of Masset.

August 28th, 2023

Thank you Mayor Sheri Disney and Village of Masset councillors for hearing the voices of the Concerned Citizens of Masset this evening, speaking with regards to North Arm Transportation Ltd.'s development plan for a land based waterfront fuel storage facility in central Masset.

My name is Meredith Adams. I moved to Haida Gwaii in 2001 from Bella Coola. Three years ago I relocated myself and my family from our home on Tow Hill Road home into Masset. My two children have been raised here since birth. I work as a paramedic and a small business owner and serve as a volunteer for Marine Search and Rescue. My history involves years of working as an environmental activist with both small grassroots organizations and big NGO's, on global and local campaigns. My interest in choosing Haida Gwaii as my home stemmed from the beauty of the place, the safety that I feel here, the land that sustains its people and the perceived social, cultural and political drive towards positive change. I'm grateful every day to be able to live, work, play and raise my family in Masset.

Since the information came to light about the new fuel storage facility development at what was formerly known as the Omega site I have been in constant conversation with residents from all communities on Haida Gwaii and also gathering with concerned citizens to try to understand how this plan came to be and how we might be able to support the relocation of this tank farm to a more suitable location. As many of you know the plan as it stands is to begin construction in October 2023 (Phase 1) to place ten 80 000L horizontal tanks on the waterfront properties at the end of Main St. The fuel barge known as the Grizzly Fueller will remain in place at the municipal dock. Phase 2 would include the removal of the old Omega building, installation of additional tanks (for a total of approximately 26 tanks) and the removal of the Grizzly Fueller. Phase 3 would involve repair to the existing wharf and relocating the delivery pipe and the fuelling station over from the municipal dock.

The Grizzly Fueller barge has a 1.2 million litre capacity. The anticipated total capacity of the tank farm if all three phases of the project reach completion will be **2 million litres** of diesel fuel, jet fuel and fuel for other uses stored on the waterfront in downtown Masset, fronting the main commercial area of town and flanked closely by many residences. The proposed large increase in capacity accounts for North Arm's interest in becoming the sole provider for all of the fuel volume required to keep the BC Hydro generators running.

In North Arm's own presentation they admitted that the Omega site was initially deemed not viable and when questioned, North Arm president Matt Stradiotti said that the site wasn't suitable due to its proximity to residents and businesses. North Arm maintains a crown lease at what is known as the Rivtow site. This site was deemed not viable because of the prohibitive cost associated with its development. In conversation with Matt today he described how the increase in cost to North Arm for developing this site could only be justified if Haida Gwaii's population were far greater, with higher demands for fuel. We

also spoke about Lot 65, the OMVC reserve land located south of Masset. North Arm and OMVC, who have a Joint Venture business relationship, had been negotiating this site since 2018 and Matt expressed that the slow timing of those conversations, along with increased costs, was the primary reason that North Arm decided to circle back to the Omega site, which I'll remind you they had originally deemed unsuitable for this project. The transfer of ownership was on November 18, 2022 and the purchase price for these 5 central, waterfront lots totalled \$670 000.

I would like to dispel the idea that anyone is suggesting that North Arm end its business ventures in Masset. In all of my conversations over the past 6 weeks not one person has suggested that North Arm should leave Masset. Everyone recognizes that we are dependant on fuel and that North Arm has provided good service here for decades. Our concern is with the proposed location in central Masset and our request is that the viability of the other sites be revisited. When speaking with people in support of the Omega location I ask "Would you also support the project outside of town?" and the answer is invariably yes. So rather than creating division and vitriol amongst community members I believe there is a way to work together to land on a solution that works for the majority of Old Masset and Masset's residents and maintains North Arms viability on Haida Gwaii.

Having had many conversations with members of every community on this island I'd like to convey some of the concerns from residents.

1. Personal safety is the primary concern. Concerns with regards to the site being central and within an identified Tsunami hazard zone. Concerns with increased truck traffic and emissions from trucks compromising air quality and road safety. Concerns with regards to disaster and lack of resources for disaster management. From one concerned citizen :

"How much has the VOM done to secure our safety now and in the future should this go through? I'm curious as to whether North Arm has to show proof of insurance and their extent of coverage should something go wrong. I would also like to know where the gases (freon, ammonia) from the refrigerators and other materials from the first demolition were taken."

2. Environmental safety with regards to the immediate environment (increased truck traffic, fumes, erosion, etc) and the greater environment (waterways, food harvesting areas, animal habitat). We all know how ineffective any clean up would be if a spill were to happen in the inlet. We do not currently have the capacity on HG to deal with significant loss of fuel into our waterways, especially with an 8 knot current in the inlet.
3. Loss of usable space for community enhancement and development. Masset should be working in line with the Integrated Official Community Plan, adopted in 2017, to create a vibrant and healthy community that improves the quality of life for locals and

attracts new residents to our town, like teachers, nurses, doctors, etc. Furthermore, tourism is a rapidly growing sector of the local economy. Developing the townsite with more inviting facilities and services would be of greater economic benefit than a tank farm.

4. Lack of economic benefit to the community. While North Arm purports some economic benefit to Old Masset through their Joint Business venture , Matt Stradiotti was unable to speak to any direct benefit to the municipality suggesting that at the end of the project there “may be a few more jobs”. In Matt’s words today he explained that the most significant part of North Arm’s revenue stems from fuel and freight delivery to Masset. From a business perspective it is unrealistic to think that if the largest part of North Arm’s revenue comes from freight and fuel delivery to Haida Gwaii that they would pull out of here altogether should they not see this expansion project to completion.

The Village of Masset, with support from the Federation of Canadian Municipalities, drafted and adopted its Integrated Official Community Plan (IOCP) in 2017. The intent of an IOCP, through extensive community engagement, is to “set the direction for the future of the community”. I only just read the whole document myself and encourage other people to do so. In essence the plan speaks to sustainable development “ which means meeting the needs of the present without compromising the ability of future generations to meet their own needs”. What I’m hearing from people is that this town needs a daycare, this town needs affordable housing, this town needs to find a way to attract and retain teachers, doctors, nurses, families, etc. This town needs more indoor recreation. And yes this town needs diesel. But does it need a 2 million litre fuel storage facility on the last sizeable parcel of waterfront in the middle of town? We are living in anxious times with unprecedented weather events displacing people from their homes and destroying whole communities as a direct result of a rapidly changing climate spurred by our global use of fossil fuels. To allow a 2 million litre fuel tank farm to be placed in the centre of our town is a direct insult to the Haida Gwaii Clean Energy Declaration signed by hundreds of islanders in 2017.

We feel disappointment that, prior to the commencement of the project, the council neglected to inform and consult the public about North Arm Transportation’s plans to develop our towns remaining commercial waterfront as a fuel storage facility; and we urge the Mayor and Councillors to work with North Arm Transportation, Old Masset Village Council, the Council of Haida Nation and the Concerned Citizens of Masset to relocate this project to a more suitable location.

In finishing I would like to read out the petition for relocation that we have been circulating since July 28, 2023. To date we have over 400 signatories to this petition.

Respectfully,
Meredith Adams

A petition will follow.

2. Kirk Thorgeirson

Thank you honourable Mayor and council for allowing me the opportunity to speak today on the petition against the Northarm Transportation fuel storage site.

As many of you are aware, my family and I have a long 62 year history with fuel supply in the Village of Masset

Northarm Transportation has fulfilled a vital service supplying fuel to Haida Gwaii since 1996, when Petrocanada abruptly ceased fuel supply to Masset. This transition between suppliers was a difficult time for local residents, the commercial fishing fleet, and the cannery processing facilities as fuel supply was forced to Prince Rupert. While the move to green energy is desirable and ideal, this recent history drives home how important this still is to our way of life. Northarm has spent considerable time and capital researching the physical and financial viability of alternate locations before settling on the site in question.

I'd like to take this opportunity to address the points of concern of the petition directly, beginning with the close proximity to Masset Residents and business's. Bulk Fuel Storage and Commercial facilities have existed in this area for over 60 years without incident. The majority of the residences are located on the far side of town. For years the selected site has remained untended, the dilapidated office building, dock, and old cannery warehouse are a significant eyesore for downtown Masset's waterfront. Northarm has proposed to develop and maintain the property, providing lower-profile fuel storage, landscaping, and open for cooperation with local artists to revitalize the location while continuing to promote our local economy; all great benefits to local businesses.

Environmental concerns about the proximity of the facility can turn to current testing and remediation of the original tank farm area. Testing has shown the sloping landscape and local stories of dated environmental practices of the day are known to have contaminated the entire downtown core, very little, if any has resulted from bulk storage. With recent advancements in remediation and the evolution of environmental practices, an updated facility would reduce the current impact to the environment and increase safety. Moving onto the proposed incompatibility with the Masset Community Plan, the adopted community plan emphasises a need to maintain the commercial and industrial base of the community. Paraphrasing from Page 15 and 16 of the 2040 Masset plan: "All goals are equally important and inter-dependent...short-term trade-offs between them...be necessary, where steps closer to some of the goals may mean steps away from another... Industrial areas are well-utilized by appropriate uses; they are well-maintained and buffered from adjacent land uses. Commercial and industrial activities use land and resources efficiently, protect natural areas, and are working toward eliminating emissions to air, water, and soil." The Community plan commits to a balance; we need to consider that balance here.

Page 19 indicates that "areas with the heavy industrial designation are intended to accommodate... storage and operational needs that tend to cause noise, emissions, and/or

visual impact...(However), Zoning regulates appropriate site sizes, setback distances and range of uses to ensure...industry can operate effectively and minimize impact.”

Northarm appears to be well within this designation and able to design within zoning bylaws in agreement with the 2040 Community Plan.

Point 3 of the petition indicates a concern for an increase in greenhouse gas emissions throughout town. Fuel consumption and delivery is a constant quantity, moving the storage to land and increase of fuel storage does not introduce more greenhouse gases. Furthermore, moving storage to a more distant location could further increase greenhouse emissions due to transport distances.

Point 4 references a concern that the project ignores recommendations of the Haida Gwaii Coastal Flood and Erosion Study. These studies rarely provide specific recommendations unless an area is at critical risk and the general nature of this study is evident. Referencing the complete 267 page study available online. Recommendations from 5.4 Steps towards Adaptation involve “adaptive planning.. to reduce the vulnerability of exposed critical infrastructure and services and identifying natural hazard exposures and vulnerabilities” but further note that “These recommendations are not definitive... They are intended as general suggestions and themes”. The observed sea-level rise projections on page 92 of the report for the year 2100 in the Masset region is just over 14 inches(a span of 77years). During the full lifespan of the proposed northarm site, adaptive facilities can be accommodated in full support of the recommendations of this study. In the pursuit of green energy over this time span, perhaps the bulk fuel storage may even be discontinued and removed

The 5th and final point noted by the petition is that there is a failure to acknowledge the Haida Gwaii Clean Energy Declaration. This statement confuses reducing our use of fossil fuels with where these fuels are to be stored until we do. In this context the point is irrelevant as fuel storage is needed and consumption continues until alternatives can be found. As stewards of these Islands , in order to best honor the Haida Gwaii Clean Energy Declaration, we should strive to provide facilities that meet the highest quality and safety guidelines available to protect our community. Facilities that can be built by Northarm while we are waiting for this transition to green energy to become effective.

Petitioners have expressed that the property should be developed by the Village of Masset. While this is appealing, the purchase, demolition and remediation of the property is extremely cost prohibitive. A conservative estimate of \$700,000 for the purchase of property and \$800,000 again for removal of existing infrastructure and development could pose a significant tax burden to the residences of Masset.

In conclusion, history shows us how unprepared we are for a lack of fuel security, such as occurred during the departure of Petrocan in 1996. The 2040 Community plan denotes the importance of marine industries that employ our community and rely on this supply to feed our economy moving forward. To do so, it is imperative that we support our local businesses and future prospects. I ask the Village of Masset Council to not support the opposing petition based on their points of concern that involves extensive research (A 267 page erosion study and 60 page 2040 community plan and energy declaration). I feel that the signers of the petition were not provided with sufficient information to make

an informed decision to support the points of concern. As an island, we proudly celebrate our vast beaches, forests, Haida Culture, and maritime heritage; what better way to showcase these attributes than by coexisting with our industries to create a welcoming community that reflects our identity and hospitality. With this in mind, I request the Village of Masset Council to allow Northarm to continue with the current path they are on with no interference.

Included were 120 letters of support.

51 Residents/Business Owners of Masset

34 Residents/Business Owners of Old Masset

28 Boat Owners/Fishers/Clam Diggers

26 Residents of Port Clements, Towhill, Skidegate, Daajing Giids and other areas

NB: The above tally can be singular or a combination of any of the above

Mayor Disney opened the floor for public comment.

Ralph Stocker - Old Massett inquired about the tank capacity.

Kirk Thorgeirson - Masset advised the capacity will be 1.6 million litres

Councillor Johnston explained the tanks are self-contained, a tank within a tank with an internal safety feature to alert any leakage.

Margo Hearne - Masset asked if Council were prepared to answer any of the letters of concern sent including the letter sent from the Sanctuary Society.

Councillor Pages replied that this session was to listen and answer questions and any responses to previous inquiries will come at a later date.

Kirk Thorgeirson - Masset commented that North Arm's plan complies with current zoning and environmental laws.

Ralph Stocker - Old Masset wanted to know how often the barge will come to reload the tanks.

There was no information available.

Jody Grange – Masset inquired about the requirement for North Arm to carry liability insurance and whether this is possible due to the findings of the erosion study and would the taxpayers be responsible for the cleanup of any accident.

Jim ?? – residing between Port Clements and Masset referenced other communities who have suffered gas spills and the inherent dangers involved in fuel storage.

Kirk Thorgeirson – Masset stated that taxpayers will not be financially responsible to clean up any spills and the history of spills being remediated.

Mayor Disney stated that Suncor will remediate the spill at the end of Main Street before title to the property is turned over to the Village of Masset.

Gavin Hooton – Masset asked if Council will consider relocating the tank storage given the presentations and concerns brought forward by concerned citizens and drastic weather events that could threaten the environment.

Mayor Pages replied that the purpose of the meeting is to hear concerns.

Peter Hamel – Masset stated that North Arm had experienced a spill 18 years ago and flushed the spilled diesel into Marie Lake. He reiterated that Council has not responded to concerns and would like to hear back regarding the concerns.

Jody Grange – Masset would like to know why Council has not responded to her letter of July of 2022.

Meredith Adams – Masset asked when Council were made aware of North Arm’s plan to build a tank farm on the old Omega site.

Councillor Carty replied that Council learned about the plans the day before North Arm presented their plan to the public on July 18, 2023.

Councillor Pages replied that bylaws regarding use must be adhered to.

Meredith Adams – Masset asked what kind of involvement the Village of Masset has regarding use of the property.

Meredith Adams – Masset wanted to know if the IOCP is binding.

CAO Joshua Humphries indicated the IOCP is being used as a governing document.

Meredith Adams – Masset asked if the new owners are responsible for any necessary remediation for the site.

Mayor Disney indicated many of the concerns are being investigated and cannot be answered without more information.

Margo Hearne – Masset is concerned about Council not responding to a letter sent in July 2022 regarding the tank farm proposal and Council not considering the letter being “legitimate”.

Mayor Disney replied that we had no official information until July 18, 2023 when North Arm sent Council a preview of their intent and as such were not in a position to comment.

Moved by Councillor Carty, seconded by Councillor Johnston that the verbal reports from the public question period be received.

CARRIED

VERBAL REPORTS OF COUNCIL/CAO/CFO

Councillor Johnston attended a Gwaii Trust Audit Committee meeting and reported that Gwaii Trust has received approximately \$3,000 income return from a mortgage fund with holdings in Enbridge and other petro chemical companies and suggested the funds could be invested elsewhere.

Councillor Currie attended a MIEDS meeting.

Councillor Pages attended a Northern Health meeting, a MIEDS meeting.

Councillor Carty attended a GMDC meeting and an orientation meeting for new GMDC board members.

Mayor Disney attended a North Arm presentation and has been meeting with the public regarding the presentation, a meeting with CHN, a GMDC meeting, Coffee with Council meetings with Old Massett, Protocol Table meetings, has been elected to the Haida Gwaii Museum Board, has met with physicians regarding emergency services at the Northern Haida Gwaii Hospital, a VIRL meeting, a BC Hydro net metering meeting, a meeting with BC Ferries, SD50 daycare meetings.

Village of Masset Regular Council Meeting of August 28, 2023

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

CARRIED

NEW BUSINESS

NB-1 Library Parking Variance

Moved by Councillor Pages, seconded by Councillor Johnston that the proposed parking variance for the new Masset library be supported as presented.

CARRIED

NB-2 LGCAP Year 2 Survey

Moved by Councillor Pages, seconded by Councillor Carty that the LGCAP Survey be received.

CARRIED

NB-3 UBCM Northern Health Invitation

Moved by Councillor Pages, seconded by Councillor Carty that a meeting request be sent to Northern Health during the 2023 UBCM convention.

CARRIED

NB-4 UBCM Official Opposition Meeting Opportunities

Moved by Councillor Pages, seconded by Councillor Currie that a meeting request be sent to the Official Opposition during the 2023 UBCM convention.

CARRIED

NB-5 Accessibility Committee

Moved by Councillor Pages, seconded by Councillor Johnston that CAO Joshua Humphries be appointed to the Accessibility Committee.

CARRIED

NB-6 Airport Zoning Regulation

Moved by Councillor Pages, seconded by Councillor Johnston that the Village of Masset inform the Province of the intent to establish a bylaw regarding airport zoning regulations within the next two years.

CARRIED

PUBLIC QUESTION PERIOD

Mayor Disney inquired about any interest shown in the past regarding purchase or use of the Omega site.

Mayor Pages indicated the site was abandoned by Omega approximately 15 years ago and requests from Council over the years to remediate hazards have largely gone unanswered. Council only heard July 17th that North Arm had purchased the property.

Kirk Thorgeirson - Masset explained that S & S Seafood purchased Omega assets.

Councillor Johnston stated that there had been interest from one US group but no follow up and noted that there have been no questions or complaints from the public regarding the Omega site since it was abandoned.

Kirk Thorgeirson inquired about how the Park to Pier plan will be funded.

Councillor Pages explained that there will be different funding streams in the form of grants and senior levels of government supporting the plan.

Kirk Thorgeirson – Masset inquired about the number of tourists visiting.

Mayor Disney explained that the first million of the sixteen million dollar plan will be used to revitalize the pier.

Councillor Pages explained that a lot of the funding will be coming from grants.

Kirk Thorgeirson – Masset wanted to know how the Village can sustain itself without help from the First Nations.

Council explained that a large portion of our funding is through grants and revitalization of the downtown core is necessary.

Meredith Adams – Masset asked if the North Arm plan will bring any economic gain to Masset.

Mayor Disney stated that it is fueling the airport and the hydro plant.

Meredith Adams – Masset asked if these benefits be the same if there was an alternate site, Lot 65, and would that area benefit the town more by developing it for tourists and residents.

Councillor Johnston stated that the Park to Pier project could stimulate the local economy without eclipsing other ventures already in place like the Farmers Market which is locally driven and managed. He reiterated that the tanks are on the water now and explained the new tanks will be on land and can be electronically monitored for spills.

ADJOURNMENT/TO CLOSED MEETING

Moved by Councillor Pages the meeting be adjourned at 9:07 pm.

Village of Masset Regular Council Meeting of August 28, 2023

Recording Secretary

Mayor

Certified Correct, Administrator

**Minutes of Public Hearing for Development Variance Permit
Application Vancouver Island Regional Library 1740 Hodges**

August 28, 2023

Present:	Mayor	S. Disney
	Councillors:	B. Johnston, T. Carty, B. Pages, J. Currie
	CAO:	J. Humphries
	Intern:	A. Olee
Absent:	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 6:30 pm.

OPENING REMARKS

Mayor Disney read a statement of purpose for the public meeting regarding the application by Vancouver Island Regional Library for approval on siting and use of property at 1740 Hodges Avenue. All participants were assured that they would have an opportunity to make a presentation about the application only and were asked to clearly state their name and address before commencing their remarks.

APPLICANT PRESENTATION

The written submission was reviewed.

WRITTEN COMMENTS

None

PUBLIC COMMENTS

Kirk Thorgeirson is happy with the plan.

Councillor Johnston moved that the meeting be adjourned at 6:37 pm.

Recording Secretary

Mayor

Certified Correct, Administrator

2023 BC Farmers' Market Economic Impact Study **PRELIMINARY REPORT**

Masset Market

Masset, British Columbia

This project was completed by:

BC Association of Farmers' Markets (BCAFM)

in collaboration with:

University of Northern British Columbia (UNBC)

July 21, 2023

Prepared by:

David J. Connell, PhD MCIP

Chloe Brogan, Project Manager

Christine Bruce, Research Associate

PROJECT SUPPORTERS:



**Sustainable Canadian
Agricultural Partnership**
Competitive. Innovative. Resilient.

UNBC UNIVERSITY OF
NORTHERN BRITISH COLUMBIA

The demand for locally produced fresh, nutritious food by local consumers has grown rapidly over the past twenty years. So too has the number of farmers' markets. As the most visible and accessible component of our local food systems, farmers markets have strengthened their role as providing unique places for local producers and local consumers to connect. Although this role of farmers markets within local food systems is well recognised, it is important to know not only what markets contribute to local areas but also to know how much they contribute.

This year, the BC Association of Farmers' Markets (BCAFM), in collaboration with Dr. David Connell of the University of Northern British Columbia (UNBC), is completing a province-wide study to measure the economic and community benefits of farmers markets to BC's neighbourhoods, cities, towns, and agricultural sectors. This year's project builds upon the success of a similar project completed in 2012 and 2006. By using similar methods, we will be able to assess changes that have taken place during this time.

This preliminary report presents the findings from the assessment completed for the Masset Market on Friday, July 21st, 2023.

Highlights of results:

- **The estimated economic benefit of the Masset Market on the local economy is approximately \$602,000 annually**
- **The estimated number of market customers on assessment day: 474 customers**
- **Over 84 market visitors participated in the study**
- **43% of survey participants were tourists or day-trippers to Masset**
- **Average customer spending per visit: \$43.67**
- **50% of the survey respondents visit the market either 'regularly' (almost weekly) or 'frequently' (2-3 times per month)**

The Masset Market assessment is part of a province-wide project. The purpose of the provincial study is to quantify the economic and social contributions of farmers markets. This report will be revised at the end of the study to incorporate additional results of the market assessment and results of the province-wide analysis.

The Masset Market

Market Website: <https://gohaidagwaii.ca/food-and-drink/masset-market/>

The magic of the wild west coast, right in the centre of town.

Community spirit is always available at the Masset Market on Haida Gwaii. This open-air market may have started small, but it grows a little bit more every Friday as more and more locals set up their tents and tables in the centre of town to greet the day.

Because this small community off BC's west coast stays cool year round, fresh greens are plentiful, and it's not uncommon to find kale, mizuna, and arugula in the middle of December!

The market respectfully acknowledges that the land they gather on is the unceded traditional territory of the Haida People.

Availability:	Open year-round Fridays, 11:00am – 2:00pm
# Vendors:	24
Location:	Masset, BC
Contact Info:	Natalie Affolter, Market Manager massetmarket@gmail.com 250-626-9181

RESEARCH METHOD

The method used to assess individual markets in BC consists of four parts: flip-chart survey; customer survey; crowd count; environmental observations. These are the same methods used for the BC study in 2012 and 2006.

Flip-chart survey

The flip-chart survey method engaged consumers in friendly interaction through multiple-choice questions posted in large print on flip charts. This approach has a high response rate, thereby increasing validity and accuracy.

The set of questions used for the survey (Box 1) were developed in two parts. The first four questions were developed by the research team and will be asked at all farmers markets participating in the project. Asking the same questions at all markets is necessary to complete the provincial analysis. Each participating market developed the fifth question to collect data that are relevant to making effective changes and improvements to the local market.

Box 1. Flip-chart survey questions

1. How often do you come to this farmers market?
2. When did you start shopping at this market?
3. How much have you spent, or do you plan to spend, at the market today?
4. If you plan to do additional shopping or eating while in this area of town today, how much do you plan to spend?
5. What is the primary reason you visit the Masset Market?

Crowd count

During a ten-minute period of each hour the market is open, members of the assessment team stood at each major entry point to the market and counted people entering. The total number of attendees is estimated from these systematic counts.

Customer surveys

A small sample of customers was asked to participate in a short interview. People were asked about where they shop, factors they consider when buying food, how long they spend at the market, and how they spend their time when at the market. Customers were also asked if they shop at other businesses on the same day that they visit the farmers' market. The small sample size means that the results cannot be generalised to all customers at an individual market. Instead, the customer survey data will be aggregated at the provincial level. This information expands upon the flip-chart survey information and lends further insights to market customers and the relation between the market and neighbouring businesses.

Business surveys

Businesses located near the farmers market were surveyed to assess the influence of the market on neighbouring businesses and to explore the nature of the relationship. Surveys were not completed at farmers' markets that did not have other businesses located nearby. The business survey data will be aggregated at the provincial level. The information collected from these surveys will lend insight to how relations might be further developed. The business information will also help to understand the relation between farmers' markets and businesses generally.

Together, the flip-chart survey and the more detailed market surveys improve our understanding of what makes the Masset Market successful and how it contributes to the local area, in terms of both its economic and social benefits.

RESULTS

This section reviews the results of the crowd count estimates and flip-chart surveys.

Market Assessment

The weather on the day of the assessment was overcast and cloudy, not uncommon for this location. There were approximately 24 vendors present.

Crowd count

The total estimated number of people attending the Masset Market on July 21, 2023, was approximately 474.

When asked, vendors at the market said market attendance was busier than usual for that time in the season. It was suggested that the local multi-day event Skidegate Days (July 20-22) may have been the reason for an increase in market traffic.

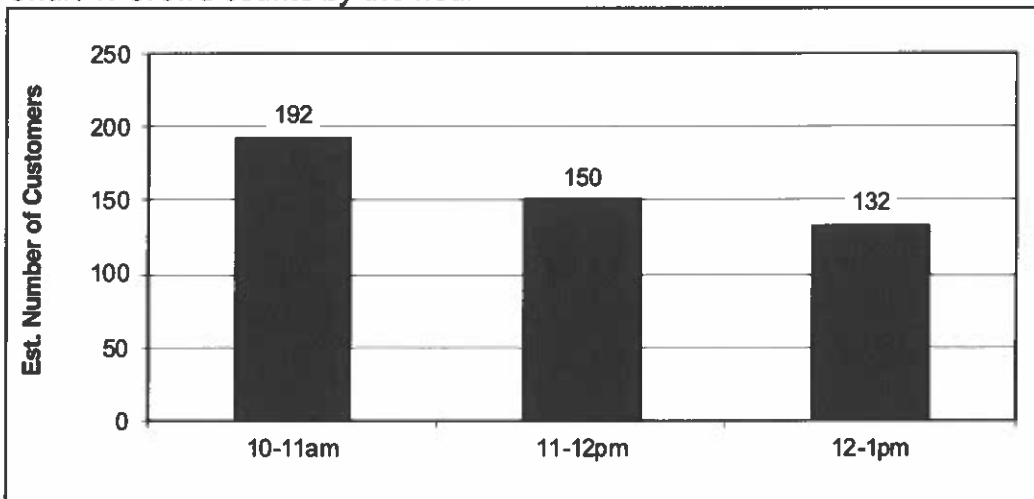
The actual and extended counts for the assessment are shown in Table 1. The total estimated counts are also shown in Chart 1.

Table 1. Estimated Crowd Count

Time Period	Count Period	Actual Count	Extended Total
1 st hour (11:00-12:00)	11:15 – 11:25am	32	192
2 nd hour (12:00-1:00)	12:15 – 12:25am	25	150
3 rd hour (1:00-2:00)	1:15 – 1:25am	22	132
Estimated total crowd count on July 21, 2023			474

Chart 1 (below) shows the estimated crowd totals for each hour. Market attendance starts strong and sees its peak in the first hour. Attendance drops slightly in the second hour, but remains steady between 11am and 1pm.

Chart 1. Crowd counts by the hour



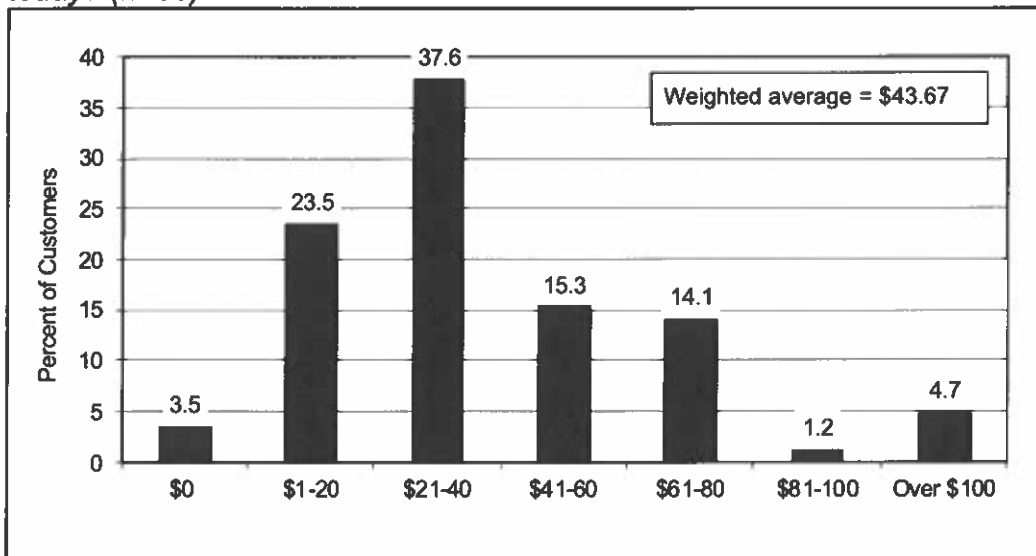
Flip-chart Survey

Approximately 84 people responded to the dot survey, which is about 18% of the estimated crowd count. The following five charts show the results for each of the flip chart survey questions.

Question 1. How much have you spent, or do you plan to spend at the market today?

Overall, respondents spent an average¹ of \$43.67 each on the day of the assessment. Most customers surveyed (61%) said they would spend up to \$40 at the market that day. Another 35% of customers indicated that they would spend more than \$40.

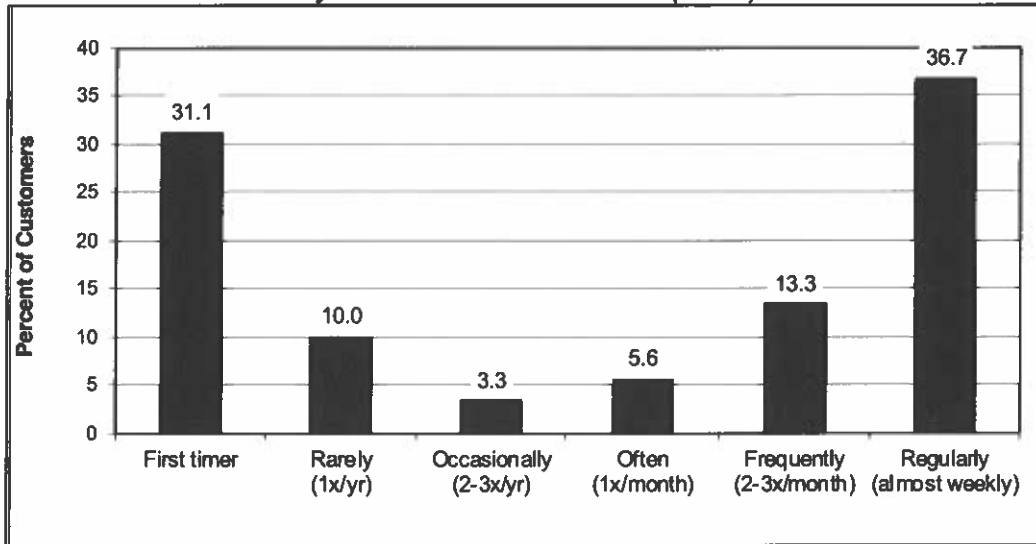
Chart 2. How much have you spent, or do you plan to spend, at the market today? (n=85)



Question 2. How often do you come to this farmers market?

As shown in Chart 3, regular and frequent shoppers account for half (50%) of the respondents. First-time visitors to the market represented nearly one-third of survey participants (31%); and of the first-time visitors, 96% identified as tourists or day-trippers to the area.

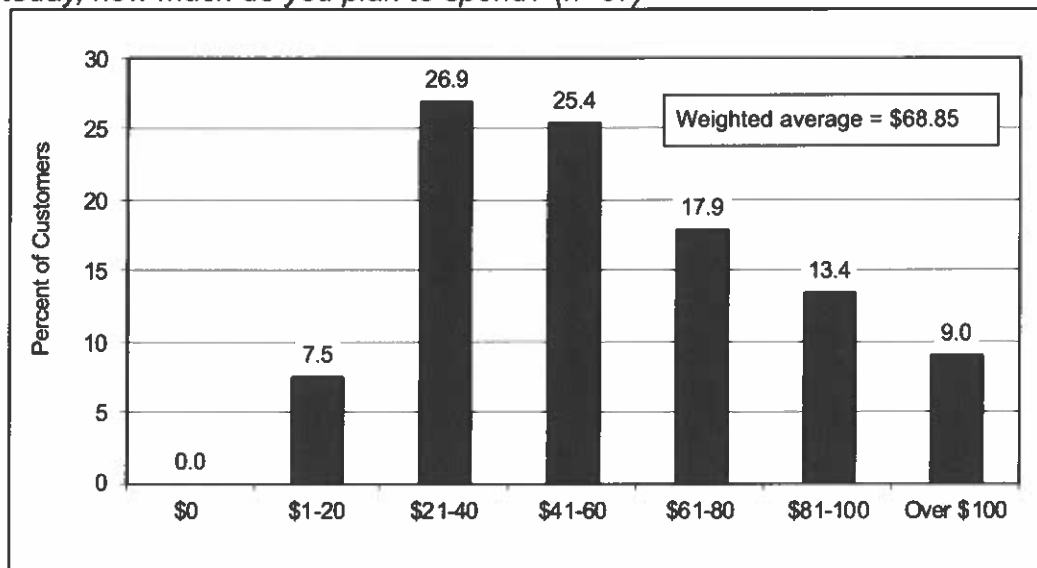
Chart 3. How often do you come to this market? (n=90)



Question 3. If you plan to do additional shopping or eating while in this area of town today, how much do you plan to spend?

Chart 4 shows the range of additional spending by market customers, with 100% of respondents saying they would do additional shopping at neighbouring businesses that day. More than half of customers surveyed (52%) said they would spend between \$21 and \$60; another 40% said they would spend more than \$60. The average amount spent per customer at neighbouring businesses was \$68.85.²

Chart 4. If you plan to do additional shopping or eating while in this area of town today, how much do you plan to spend? (n=67)

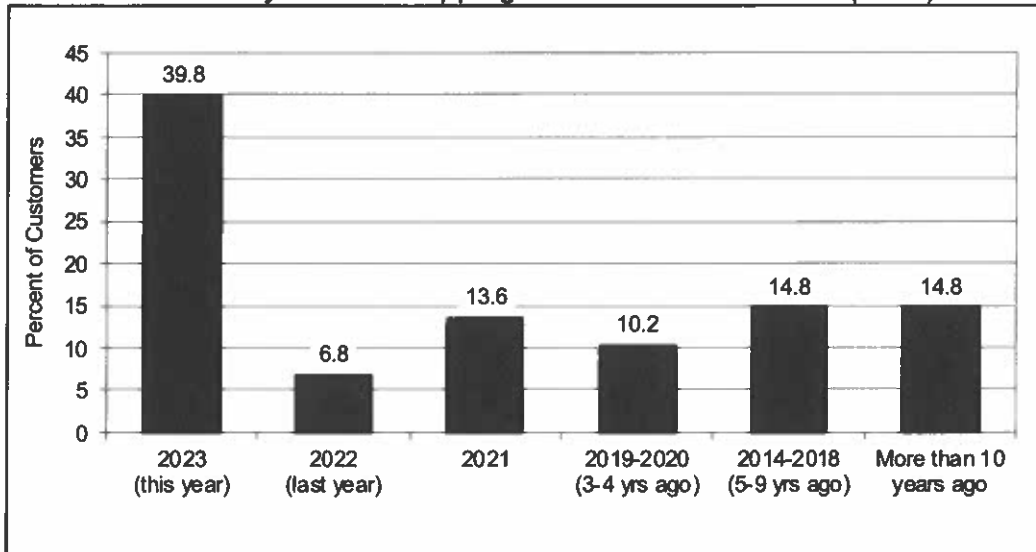


Question 4. When did you start shopping at this farmers market?

This question asked shoppers to indicate when they started shopping at the Masset Market. Approximately 40% of participants have been coming to this market for over three years. Of the additional 40% of survey participants who were first-year visitors to the market, only 17% were local to Masset and the other 83% identified as tourists or day-trippers.

The Masset Market has been operating under its current organizational umbrella since 2014 and in its current location since 2019. It is notable that the market is based upon a historical tradition of Mennonite roadside vendors who, in this case, use to set up in front of the Masset civic buildings. Therefore, it is possible that that specific history and context of the Masset Market caused confusion between categories, skewing how participants chose to respond.

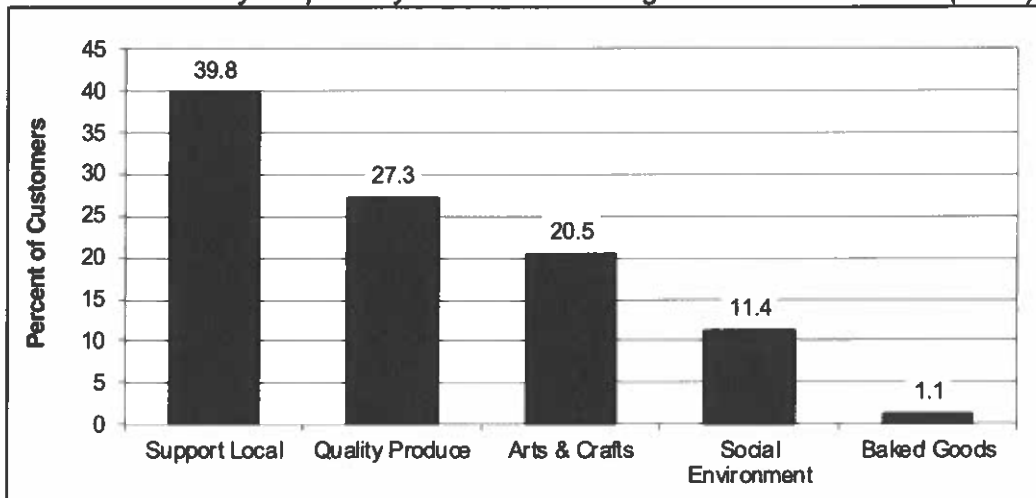
Chart 5. When did you start shopping at this farmers market? (n=88)



Question 5. What is your primary reason for visiting the Masset Market?

Chart 6 below displays the results from the market-specified question. Two-thirds of participants (67%) visit the Masset Market to support local and to purchase quality produce. Of the 21% of visitors who indicated that they attended for arts and crafts, three-quarters of respondents (67%) were tourists or day-trippers.

Chart 6. What is your primary reason for visiting the Masset Market? (n=88)



ECONOMIC AND COMMUNITY BENEFITS

The information collected in this assessment enables us to measure the economic and community benefits of the Masset Market.

Economic Benefits Assessment

Direct Benefits

The amount of money spent by market shoppers (referred to as direct benefits) is an effective way to measure economic benefits of a farmers' market. This benefit is the measure of total annual sales of a farmers' market. Annual sales are calculated as follows:

$$\text{Average expenditure by customer} \times \text{Number of spending customers per session}^3 \times \text{Number of sessions per year}^4 \times \text{Seasonal factor}^5$$

For the Masset Market, seasonally adjusted annual direct sales are:

$$\$43.67 \text{ per customer visit} \times 356 \text{ spending customers} \times 32 \text{ (adjusted) sessions} =$$

\$401,300

Multiplier Effect

Another measure of economic benefits of farmers markets is to measure the ripple effect of people spending dollars at the market: if I spend \$1 at the market then how does this dollar benefit the local economy? The ripple effect includes both the profit to the market vendor and the monies the vendor spent on inputs to get to the market (e.g., seeds, feed, ingredients, etc.).

Economic benefits, which can include direct, indirect, and some induced effects, are measured in terms of revenue (\$), output (\$), and employment (jobs). In this study we measure only revenues. We chose to calculate revenue benefits using a multiplier of 1.5⁶. This multiplier means that for every dollar spent at the market, another \$0.50 is spent in the local economy. Compared to some other studies of farmers markets, this multiplier is conservative.

Using a multiplier of 1.5, the annual economic impact is approximately:

Annual economic impact (2023): \$602,000

This calculation means that the Masset Market contributes an estimated \$602,000 to the local economy each year. These monies benefit not only market vendors but also the local businesses that supply these vendors.

Community Benefits

We can also assess the 'spillover' effect that the Masset Market has on its neighbouring businesses. Based on survey results, we can estimate the impact of market customers spending additional dollars at local businesses on the day of the market. Using the same formula as above, the annual economic impact of additional spending at other neighbouring businesses is **\$920,000**.

Acknowledgements

The BC Association of Farmers' Markets and the project team would like to thank the Masset Market for participating in this assessment and for providing a team of volunteers to help conduct the assessment. Financial and in-kind support is provided by participating farmers markets. The BCAFM acknowledges the financial assistance of BC Ministry of Agriculture and Food.

¹ The average spent per customer is weighted by category based on results of a national study of farmers markets completed in 2008.


² The average spent at nearby businesses is weighted by category based on results of a national study of farmers markets completed in 2008.

³ This is based on the estimated crowd count. However, not all people attending the market are included in the calculation. Some people may not spend any money while other people included in the crowd count are members of the same household and should not be double-counted. Based on results of the national study of farmers markets in Canada in 2008, we estimate that 75 per cent of the crowd count is considered a paying customer.

⁴ Includes winter markets and special days, if any, such as holiday markets.

⁵ The seasonal factor accounts for varying sales/crowd levels during the season. For the outdoor season, markets generally start off slow and peak for a number of weeks during the summer and then decline. The seasonal factor is calculated for each market based on data collected from the market's manager and long-time vendors.

⁶ The number used for multipliers for farmers markets varies, ranging from 1.21 to 3.0. A multiplier of 2.0 is commonly used for convenience. We chose to use a multiplier of 1.5 as this appears to be more accurate based on studies by Hughes, Brown, Miller, and McConnell (2008) and Otto and Varner (2005). We used a multiplier of 2.0 in the 2006 and 2012 studies; the results from the 2012 study that are cited in this report have been revised based on a 1.5 multiplier.



Field notes

Maintenance worker Theodore “Ted” Bedard checks and records chlorine dosing for treatment and disinfection at Masset’s water treatment plant.

Turning the tap on a safer workplace

By Susan Kerschbaumer

“I’ve always taken a great deal of pride in my work,” says Sylvan Daugert, superintendent of public works for the remote Village of Masset in Haida Gwaii.

Clearly this feeling is warranted, given that Daugert is tasked with the heavy responsibility of supplying safe drinking water to the 850 village residents and the 450 people of the adjacent First Nation’s reserve. Daugert, who has worked in the public works for almost 20 years, sees up to 1.2 million litres of water per day pass through the water treatment plant in the small fishing village on Graham Island.

It’s not just the safety of residents, however, that weighs on him. Water treatment, like a number of other industries, requires the use of a toxic process gas (TPG) — in this case, chlorine. Chlorine gas is used to disinfect the water at the plant, and to provide residual disinfecting so that the water stays potable from the time it’s treated until it flows out of the taps of Masset homes — usually about two days later.

Chlorine gas, though, is corrosive to skin, eyes, and the respiratory tract. Long-term exposure can lead to lung disease. And at high levels, it can be life threatening. So, while the chlorine helps keep residents safe, gaseous emissions during the treatment process can pose a danger to workers.

Inspection triggers a change in course

“WorkSafeBC officers went through everything and identified some problem areas,” says Daugert, reflecting on that nerve-racking day in June 2021. After being rescheduled due to a weather-induced plane cancellation (a not-uncommon occurrence in this isolated area), the inspection happened on a day that Daugert was suffering some untimely side-effects from a COVID-19 immunization. “I was concerned they’d take my physical discomfort as a sign of guilt,” he says.

Daugert wasn’t judged for his nerves, of course, but the outdated plant — built in the 1970s — was found to be significantly lacking in many areas. The problems were extensive, and 11 orders were issued in July 2021.

“I can see in retrospect that we really did need to up our safety procedures. It was tough to do, but it was needed to ensure our workers are safe from the dangers of chlorine exposure.”

—Sylvan Daugert,
Masset's superintendent
of public works

Adjusting the flow to meet a goal

Daugert's small team was faced with a rigorous to-do list: installing new gas monitoring equipment, reconfiguring the ventilation system, upgrading the emergency shower system, developing new chlorine exposure control and emergency response plans, providing staff safety training, and more.

WorkSafeBC occupational hygiene officer David Ogilvie helped Daugert work through the lengthy list of tasks necessary to reduce the risk at the plant. “It took almost two years to work through it all,” says Daugert. “I would have liked to say it took me six or eight months. I can partly blame COVID, but it's also the new reality of getting timelines from contractors, getting engineering done — everything takes longer now.”

With his tiny staff and remote location, Daugert's difficulties were amplified. Each task, he discovered, had multiple facets that presented numerous obstacles. In some cases, he was forced to put in stop-gap measures while awaiting the equipment and

professional expertise he required — all of which were located off-island. He needed to upgrade the plumbing for a tempered emergency shower, for example, but had to make do temporarily with a non-plumbed seven-gallon eyewash reservoir. Reconfiguring the exhaust system posed similar problems: first finding contractors willing to travel to Masset — an engineer out of Vancouver, a mechanical contractor from the Lower Mainland, and an electrical company — then shipping in the components.

On top of it all, the exposure limit for chlorine dropped to 0.1 ppm (from 0.5 ppm) while they were trying to upgrade the gas monitor. That meant their monitoring equipment required further adjustment to protect workers at even lower levels of chlorine than prior to January 2022.

Patience, perseverance, and a willingness to change holds water

“Toward the end of 2022, we could all start to see the light at the end of the tunnel,” says Daugert.

“The procedures were just an edit away from being a workable document, the plumbing had been 90 percent squared away, and we had a new alarm.” Finally, in mid-March 2023, with the orders fully resolved, the efforts to reduce the risk of chlorine exposure in their workplace were producing positive results.

According to Ogilvie, Daugert and his team were positive and persistent, and the improvements they made were impressive — including emergency response and exposure control plans that, after several drafts, are now “accurate, robust, and complete.”

Daugert praises Ogilvie for his open communication, and he says that he had to “lean into the process,” despite initial struggles after so many years of the status quo.

“I learned so much,” says Daugert. “I can see in retrospect that we really did need to up our safety procedures. It was tough to do, but it was needed to ensure our workers are safe from the dangers of chlorine exposure.”

For more information

Download WorkSafeBC's self-assessment tool to help you understand the risks of toxic process gases and identify control measures. You can also learn more about WorkSafeBC inspections on worksafebc.com. ©



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Lianne Trepanier

From: cao@masset.ca
Sent: August 25, 2023 10:25 AM
To: admin@masset.ca
Subject: FW: MIEDS Request for Resolution
Attachments: MIEDS Strategic Planning - Request for Resolution.pdf

Please add to the September agenda

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: Jennifer Rutt <jenrutt@gohaidagwaii.ca>
Sent: August 23, 2023 2:42 PM
To: Alan Smith <cao@masset.ca>
Subject: Re: MIEDS Request for Resolution

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi Josh,

Some more guiding information for the requested resolution attached.

Please let me know if this can make a September agenda, that will be important for us to make the application deadline.

Thank you!
Jennifer

Jennifer Rutt
Executive Director | Misty Isles Economic Development Society
jenrutt@gohaidagwaii.ca
mobile: 250.559.8050
MIEDS.ca | GoHaidaGwaii.ca | LoveHaidaGwaii.com
fb: [@misty.isles.ec.dev](https://www.facebook.com/misty.isles.ec.dev) | ig: [@gohaidagwaii](https://www.instagram.com/gohaidagwaii) | yt: [@hgtourism](https://www.youtube.com/@hgtourism)
Connect with me on [LinkedIn](#)

The Misty Isles Economic Development Society acknowledges and respects the Haida Nation on whose territory we work, and whose relationship with the land and water continues to this day.

On Tue, Aug 22, 2023 at 2:15 PM Jennifer Rutt <jenrutt@gohaidagwaii.ca> wrote:

Hi Joshua,

Please let me know if I should direct this question to someone else. It would be very important that this topic gets on the September agenda in order for us to make the application date for the grant.

REDIP requires supportive council resolutions from any local and First Nations governments involved in the project requesting funding.

Here is a sample council resolution:

"That the Village of Masset council supports an application by the Misty Isles Economic Development Society (MIEDS) to the Rural Economic Diversification and Infrastructure Program for up to \$50,000 towards the 2024 MIEDS Comprehensive Review and Strategic Plan."

Please let me know ASAP if there is something else you require and thank you so much for your help!

Best,
Jen

Jennifer Rutt

Executive Director | Misty Isles Economic Development Society

jenrutt@gohaidagwaii.ca

mobile: 250.559.8050

MIEDS.ca | GoHaidaGwaii.ca | LoveHaidaGwaii.com

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A new context for economic development

The MIEDS Board of Directors has expressed a need for organizational strategic planning during the 2024 calendar year. The planning goal is to complete a five-year strategic plan that will guide MIEDS' future operations.

The governance landscape on Haida Gwaii has changed since MIEDS was created in 2008. In 2015, the final report of the Truth and Reconciliation Commission of Canada detailed areas of consideration in both business and economic development. Over the last 15 years, the Haida Nation has also gained many exciting firsts both provincially and federally, including the ongoing *GayGahlda* or *Changing Tides* framework for reconciliation of Haida Nation title and rights, and the Haida Nation Recognition Act. The governments of Canada and B.C. have adopted the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) as a framework for reconciliation. The reinvigoration of the All-Island Protocol Table in 2020 was another landmark for local reconciliation in action, leading to a resurgence of meetings and the commitment to a Protocol Table coordinator.

Given these changes, the 2007 agreements on economic development signed between the Council of the Haida Nation and the four MIEDS-member communities that were the foundation of MIEDS no longer address the current context for economic development on Haida Gwaii.

It is also important to note that the last time the organization participated in comprehensive strategic planning with board and stakeholder engagement was in 2012.

A comprehensive review of MIEDS

A five-year strategic plan for MIEDS cannot be fully realized until a broader discussion of the organization's operating environment takes place through a strategic landscape assessment. The mandate of the organization should also be reviewed with member communities to make sure it is currently meeting member needs. The executive director has spoken with four external strategic planning consultants who concur. To perform this work, the consultants cited fees ranging from \$40,000 and up.

A strategic landscape assessment is a thoughtful analysis and evaluation of the strategic environment facing an organization. It can have an external focus (who we serve) and/or an internal one (how we operate).

A strategic landscape assessment may include:

- A PESTLE analysis (political, economic, social, technological, legal, environmental)
- Secondary data, interviews, literature reviews, and/or community surveys



- A SWOT analysis (strengths, weaknesses, opportunities, threats) or SOAR analysis (strengths, opportunities, aspirations, results)

Such an assessment would be the backbone from which the board would create a new five-year strategic plan.

Recently, the North Coast Regional District embarked on a Regional Economic Development Strategy Development project funded by the Economic Capacity funding stream of REDIP (the Rural Economic Diversification and Infrastructure Program). The executive director has confirmed with NCRD staff that MIEDS strategic planning work will complement, not compete or interfere, with NCRD planning.

REDIP funding application

On August 2, 2023, the MIEDS board of directors directed the MIEDS executive director to explore a comprehensive organizational review of MIEDS' mandate and mission as well as a new five-year strategic plan. To help fund this work, the board of directors resolved to apply for a grant of up to \$50,000 from the REDIP Economic Capacity program.

The project could include a review of MIEDS' current agreements with member communities and its economic development understanding with the Old Massett Village Council, Skidegate Band Council, and the Council of the Haida Nation. The organizational review would involve a larger group beyond MIEDS board members, such as other elected representatives on the municipal councils and regional district board as well as the respective chief administrative officers from the four local governments. The project would result in a strategic landscape analysis, a five-year strategic plan and, potentially, a more focused society mission and mandate.



2023
QUARTER 2
SMS QUARTERLY REPORT

Masset Municipal Airport





Attendees: Josh Humphries, Accountable Executive
Gary Suha, Airport Manager
Nevin Edmundson, SMS Manager

Date: August 31, 2023

Subject: Quarter 2 Progress Report
Masset Municipal Airport

Attn: Josh Humphries,

Masset Municipal Airport's quarterly report is intended to showcase the overall progress and performance of the Safety Management System in the following areas:

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

SMS



Objectives and Goals

3 objectives were developed in 2023 as part of the SMS continuous improvement process. 2 objectives were rolled into the year of 2023 since they were not completed.

Objective 1	Bird & Wildlife - Increased Awareness and Responsibility	Status	Due
Goal 1	Inventory and update of local and migratory wildlife.	Completed	February 28, 2023
Goal 2	Staff trained on the AWMP and SMS filing requirements.	Completed Late	April 30, 2023
Goal 3	Distribution and verification of current AWMP document.	Completed	June 30, 2023

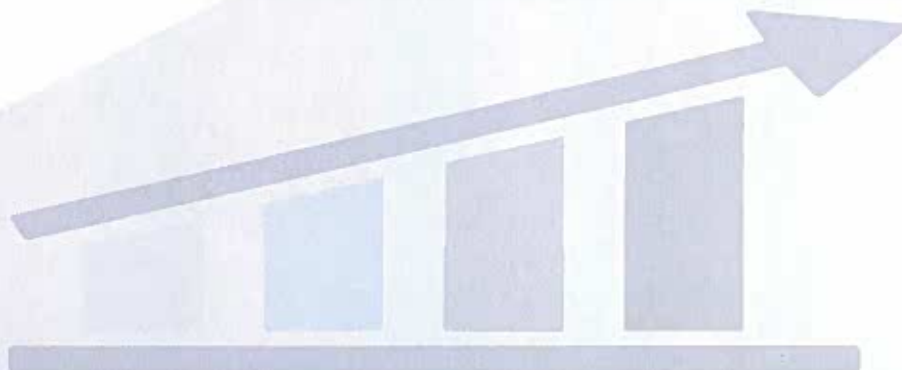
Objective 2	Verification of the Effectiveness of Training	Status	Due
Goal 1	Identify the regulatory documents that do not contain requisite testing.	Completed Late	May 31, 2023
Goal 2	Create standardized tests that cover sufficient material for understanding.	Inactive	August 31, 2023
Goal 3	Conduct and document testing with staff.	Inactive	November 30, 2023

Objective 3	Long-Term CAP Completion Effectiveness	Status	Due
Goal 1	Compile a list of the long-term corrective actions from the most recent audit.	Completed Late	April 30, 2023
Goal 2	Create SOPs for long-term CAP items	Inactive	August 31, 2023
Goal 3	Conduct and document testing with staff	Inactive	November 30, 2023

Objective 4	Inventory and Update of On-Site Regulatory Manuals	Status	Due
Goal 1	Distribution and verification of current regulatory documents.	Completed	October 31, 2022

Objective 5	Standardized Emergency Response Exercise Documentation	Status	Due
Goal 1	Emergency plan testing corrective action plan development.	Completed Late	October 31, 2022
Goal 2	Emergency plan exercise findings corrective action plan evaluation procedures.	Completed Late	November 30, 2022

Work on Objectives and Goals commenced during Q2 with increased guidance from WASCO. At this time, all items are up to date.





Transport Canada Civil Aviation Audit (TCCA)

2022		Number of CAPs	CAPs Closed	CAPs Open	Completion Rate %
	TP312 – Airside	0	0	0	N/A
	Regulatory Documentation	3	3	0	100%
	Total	3	3	0	100%

TCCA CAPs for the Wildlife Management Plan audit have been successfully closed.





Quality Assurance Program Audit (QAP)

The scope of the QAP audit consisted of an evaluation of the airfield with respect to the Aerodrome Standards and Recommended Practices (TP312) and the Canadian Aviation Regulations (CARs). The table below indicates the number of CAPs that were developed based on the findings issued by WASCO and the current progress being made:

2021	Number of CAPs	CAPs Closed	CAPs Open	Completion Rate %
TP312 – Airside	3	0	3	0%
Regulatory Documentation	8	4	4	50%
Total	11	4	7	63%

Long term corrective actions from the 2021 audit remain open at this time. The long-term actions are all related to the provision and documentation of TP312 training for airport staff. In addition, WASCO conducted a full QAP audit in June of 2023. CAPs will be developed and documented for all findings.





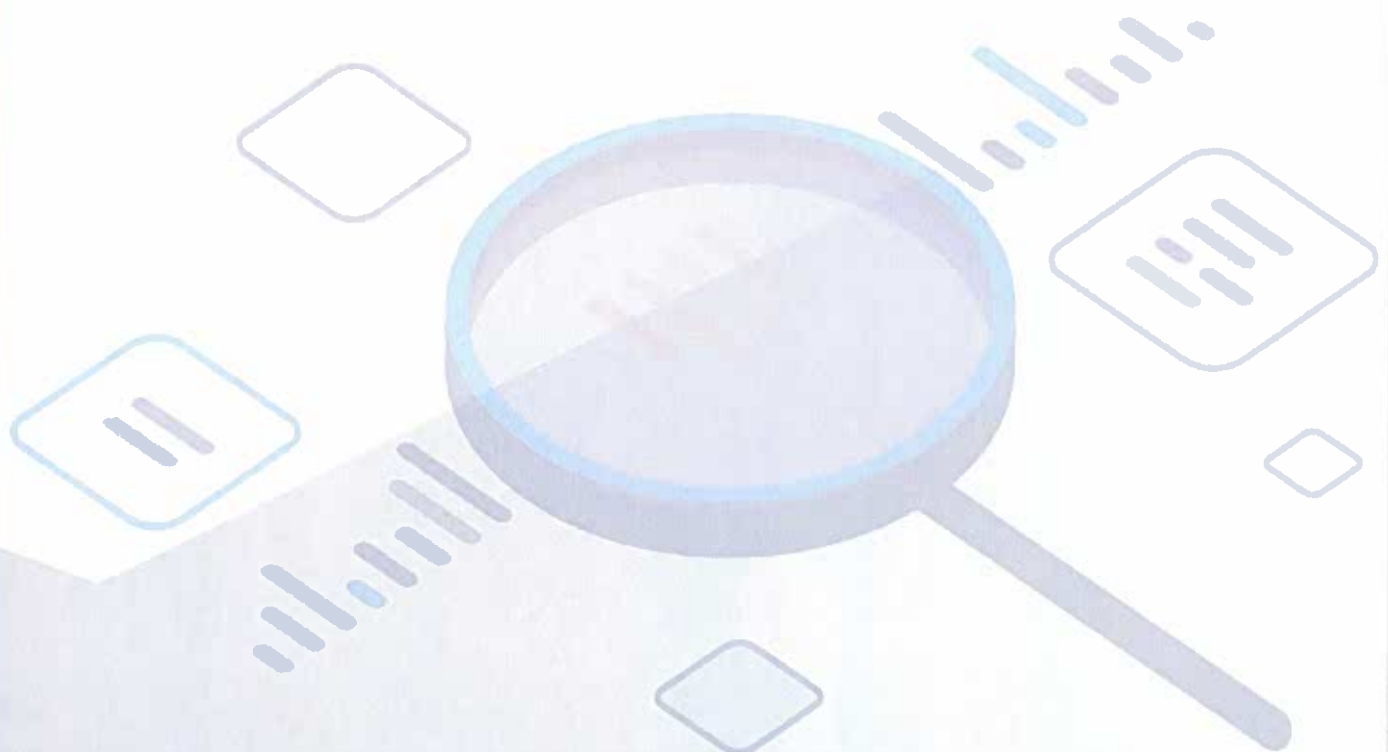
Management of Change

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

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

HIRA	Number of RCS	RCS Closed	RCS Open	Completion Rate
Aerodrome - Infrastructure	4	4	0	100%

One HIRA was drafted to mitigate risks associated with the airport solar farm construction project. All risk controls have been closed.





Airport Inspection Reports

Subject to Section 2.5 of TP312 which related to the Condition of the Movement Area and Related Facilities, an airport inspection is to be conducted daily to evaluate these conditions and to fulfill the obligations listed in the Airport Operations Manual (AOM). The discrepancy between the number filed and the number required is due to the way the AIM system calculates hazards and corrections as an additional inspection.

2023			
Quarter	Required	Number Filed	Performance
2	91	87	95%
1	90	91	100%

Bird & Wildlife

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

	Q1 2023	Q2 2023
Bird Activity	37	51
Bird Strike	0	2
Wildlife Activity	3	2
Wildlife Strike	0	0
Total	40	55



SMS Hazards

As hazards are identified, they are reported and classified into their respective category based on information that has been provided. This in turn, drives the SMS metrics to analyze possible trends and to act accordingly to minimize, mitigate, or eliminate the hazards. The following list of categories are the top hazards that were identified for this quarter in comparison with the previous year.

Hazard Category	Q1 2023
Airfield	21
Airfield Lighting	7
Operations	11
Facilities	4
Total	43

Hazard Category	Q2 2023
Airfield	18
Airfield Lighting	12
Operations	4
Facilities	3
Improper Actions	3
Total	40

Airfield

The primary hazard in this category identifies FOD on the airfield from the geese. The runway is swept daily.

Airfield Lighting

Standard daily airfield maintenance issues are filed into the SMS to identify lights out and when they are replaced.

Operations

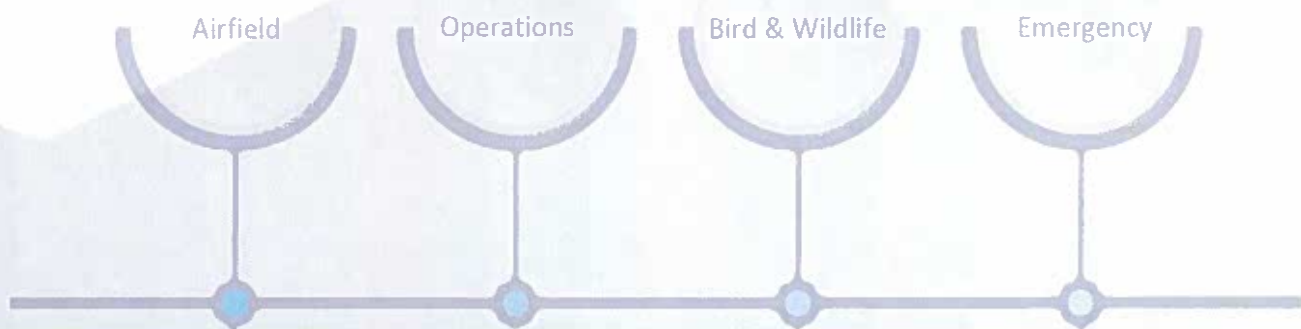
Hazards for operations identified issues with the completion and documentation of daily airport inspections.

Facilities

Perimeter fence issues were filed into the system and actioned.

Improper Actions

Issues with stakeholders not following airport procedures were documented into the SMS with AVOP and aircraft taxi violations.



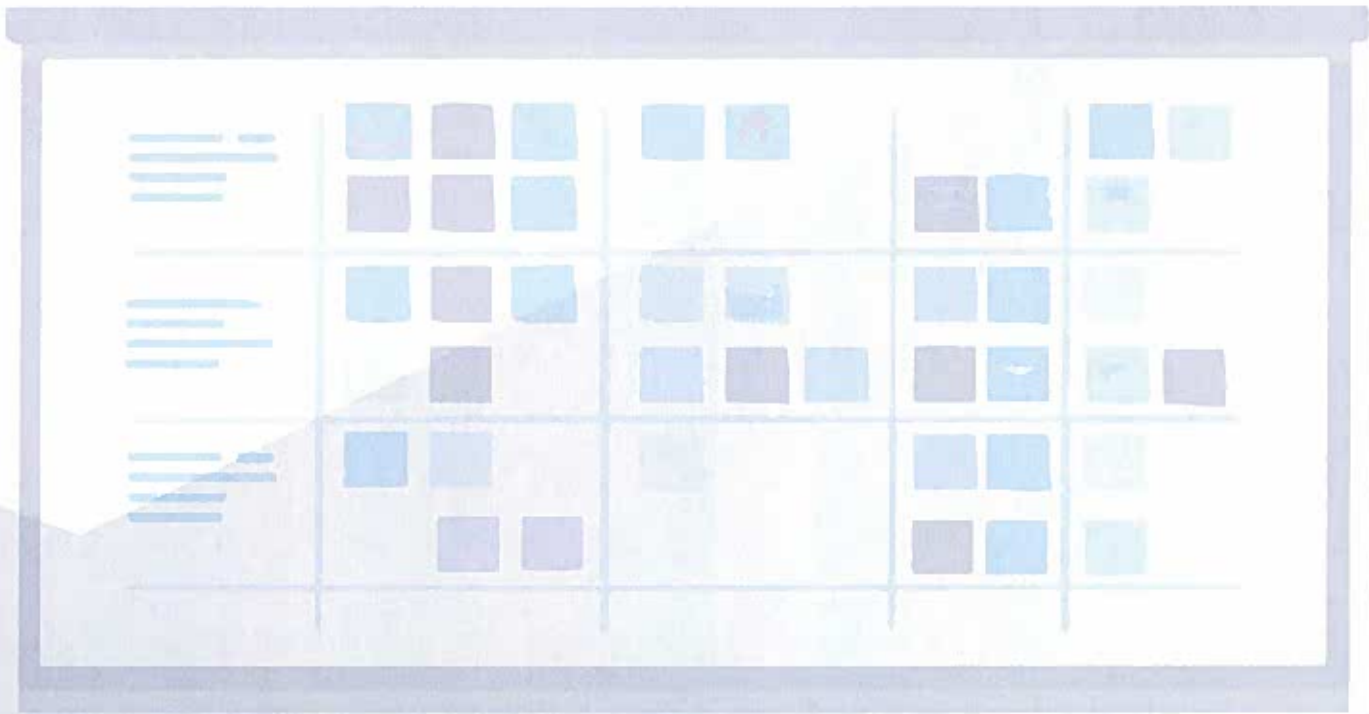


Safety Management System SMS Task Calendar

To keep the Airport on track to meet its SMS and regulatory obligations, the task calendar is available to support the necessary functions to ensure that these tasks are completed in an appropriate time frame.

Quarter 1

Task to be Completed:	Due Date:	Status:	Performance
Emergency Communication Equipment Testing 302.203 (1)(q)(i)	January 31, 2023	Completed	83%
CFS / CAP Review 302.07 (1)(c)	February 28, 2023	Completed	
Review Endangered or Protected Wildlife Regulations for the Airport 302.306 (f)	February 28, 2023	Completed	
Emergency Communication Equipment Testing 302.203 (1)(q)(i)	February 28, 2023	Completed	
AOM Review 302.08 (1)(b)	March 31, 2023	Overdue	
Emergency Communication Equipment Testing 302.203 (1)(q)(i)	March 31, 2023	Completed	
Quarter 2			
CFS / CAP Review 302.07 (1)(c)	April 30, 2023	Completed	100%
Emergency Communication Equipment Testing 302.203 (1)(q)(i)	April 30, 2023	Completed	
Emergency Communication Equipment Testing 302.203 (1)(q)(i)	May 30, 2023	Completed	
CFS / CAP Review 302.07 (1)(c)	June 30, 2023	Completed	
Emergency Communication Equipment Testing 302.203 (1)(q)(i)	June 30, 2023	Completed	





Acknowledgement Signatures

Josh Humphries
Masset Municipal Airport
Accountable Executive

Gary Suha
Masset Municipal Airport
Airport Manager

Nevin Edmundson
SMS Manager



The Village of Masset is seeking quotes from experienced painting contractors for the painting services required for our Municipal buildings.

Scope of Work:

1. Surface preparation, including power washing, scraping, sanding, and priming.
2. Repairing damages, cracks, or imperfections on the building surfaces.
3. Applying high-quality, weather-resistant paint adhering to local regulations.
4. Protection of windows, doors, landscaping, and other non-painted surfaces.
5. Cleaning and removal of debris or waste generated during the painting process.

Buildings to be painted:

- Village Office
- Old Fire Hall (New flashing around windows will need to be included)
- Information Center

Project Timeline:

The painting project should commence by August 15, 2023, and be completed no later than October 20th, 2023. Please provide an estimated timeline indicating key milestones and completion dates.

Submission Requirements:

1. Detailed breakdown of costs per building, including labour, materials, equipment, and any additional charges.
2. Proof of valid licenses, insurance, and certifications.
3. Specify any payment terms or options available.
3. References from previous clients for similar projects.
4. Any warranties or guarantees offered on the workmanship and materials used.

Evaluation Criteria:

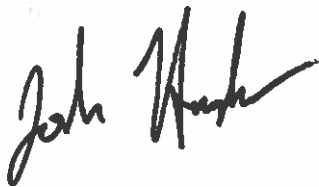
The selection of the contractor will be based on the following criteria:

1. Competitive pricing and cost-effectiveness.
2. Demonstrated experience and expertise in municipal building painting.
3. Positive references and reputation.
4. Compliance with all necessary licenses and insurance requirements.

Please submit your quotation in a sealed envelope marked "Municipal Building Painting Services" before August 4th 2023, at the Village office located at 1686 Main Street or by email to cao@masset.ca. Feel free to reach out if you have any questions or require further clarification at 250-626-3995. We look forward to reviewing your proposal and potentially partnering with your company for this important project.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Joshua Humphries". The signature is fluid and cursive, with the first name "Joshua" written in a larger, more prominent script than the last name "Humphries".

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

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
012949	003	12/06/2023	A0072	Arc & Anchor Ironw	1129	Main St. dock / Bo	981.75		981.75	
012950	003	12/06/2023	B0001	BC HYDRO & POWER A	400003779461	Multi gl's BChydro	13,935.41		13,935.41	
012951	003	12/06/2023	B0004	BIG RED ENTERPRISE	21951	Big Red June23	1,508.31		1,508.31	
012952	003	12/06/2023	B0040	Broadwater Industr	44457	Boat launch proj.	645.34		645.34	
012953	003	12/06/2023	B0058	Centrix Control So	INV72477	WP O&M	1,408.96		1,408.96	
012954	003	12/06/2023	B0123	Bateham, Alden	891388	Boat launch proj.	9,975.00		9,975.00	
012955	003	12/06/2023	C0004	Staples Advantage	63170981	Office Supplies	313.59		313.59	
012956	003	12/06/2023	C0013	CANADIAN UNION OF	May23	May23 remit CUPE	532.38		532.38	
012957	003	12/06/2023	C0025	CLEARTECH INDUSTRI	INV1064273	WP Chemicals	21,714.91		21,714.91	
012958	003	12/06/2023	C0027	CANADA CUSTOMS & R	May23 FT May23 PT	May23 FT remit CRA May23 PT remit CRA	42,403.70 3,042.90		45,446.60	
012959	003	12/06/2023	D0011	DRIFTTECH MECHANIC	14038 14041	FD vehicle 1997 Pu Fuel truck repairs	1,495.22 442.40		1,937.62	
012960	003	12/06/2023	F0037	Fast Fuel Limited	CL66000	FD fuel	87.65		87.65	
012961	003	12/06/2023	H0005	H F Protection Sys	7063	Alarm Panel - CH	2,889.60		2,889.60	
012962	003	12/06/2023	H0109	Haida Gwaii Design	4529	Pets/Wildlife sanc	83.90		83.90	
012963	003	12/06/2023	I0058	Inland Air	00593679 00593988	Tenaquip freight Northern Labs Frei	26.00 28.00		54.00	
012964	003	12/06/2023	J0008	Jarvis, Trevor	1Jun23 reimbr R&B Apr-May23	Reimburse food for Room & Board 26Apr	46.47 600.00		646.47	
012965	003	12/06/2023	L0003	YOUNG, ANDERSON Ba	136481 136480 137019 137020	Legal services Legal Services Legal Services Legal Services	4,696.63 7,955.46 99.68 1,330.56		14,082.33	
012966	003	12/06/2023	M0021	Financial Services	EMI582271	14834 Permit refus	231.42		231.42	
012967	003	12/06/2023	M0090	Backroad Mapbooks	27854 27890	HG Maps (40) Advert backroad ma	368.76 808.50		1,177.26	
012968	003	12/06/2023	M0407	Mascon	154867AirJun2	Air Internet June2	127.05		127.05	
012969	003	12/06/2023	N0026	NORTH ARM TRANSPOR	SI081889 SI082043 SI082027 SI082028 SI082029	Jet A-1 13706.2 Jet A-1 6122.6 Jet A-1 fuel 17612 Jet A-1 18276.7 Jet A-1 12002.9	22,616.63 9,830.97 28,280.18 29,346.66 19,272.92		109,347.36	
012970	003	12/06/2023	N0039	Tenaquip Limited	15370640-00	FD Safety Gear	118.40		118.40	
012971	003	12/06/2023	O0020	Bellis, Isabel	HD Reimburse	HD Reimbursement S	26.71		26.71	
012972	003	12/06/2023	O0025	Orkin Canada Corpo	C-4024112	PW pest control Ma	63.00		63.00	
012973	003	12/06/2023	P0023	PitneyWorks	Jun23	Postage Jun23	315.00		315.00	
012974	003	12/06/2023	P0055	Pitney Bowes Globa	3202200085	Late fee	12.00		12.00	
012975	003	12/06/2023	P0089	PACIFIC BLUE CROSS	1338568	June23 remit PBC	4,051.45		4,051.45	
012976	003	12/06/2023	R0020	ROLLINS MACHINERY	IN48744 IN48799	PW Equip B95 PW equip B95	1,021.27 456.94		1,478.21	
012977	003	12/06/2023	R0047	Roadly	000255	Airport line paint	806.41		806.41	
012978	003	12/06/2023	R0049	R.D. of Fraser-For	12173	Misc. IT	1,415.20		1,415.20	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
012979	003	12/06/2023	S0015	Ocean Dry Ent. Ltd	059925	WP O&M	27.45		27.45	
012980	003	12/06/2023	S0017	FRED SURRIDGE LTD.	000667065	WP O&M	3,776.19		3,776.19	
012981	003	12/06/2023	S0208	Suha, Gary	2023 Med Allo 07-06-2023	2023 Medical Allow P/U wasco rep	1,100.00 160.87		1,260.87	
012982	003	12/06/2023	T0003	TELUS BC Inc.	May23 Telus	Multi gl's Telus M	1,025.72		1,025.72	
012983	003	12/06/2023	T0005	T.L.C. AUTOMOTIVE	0000158856 0000158855 0000158903 0000158902 0000158925	PW fuel PW fuel/diesel FD vehicles PW diesel/ FD fuel PW vehicles	223.58 1,110.17 12.74 438.34 36.20		1,821.03	
012984	003	12/06/2023	T0082	Telus Mobility	21May23	Multi gl's 21May23	906.14		906.14	
012985	003	12/06/2023	W0088	WASCO Winnipeg Air	103311 103312	Air Op manual May23 Air SMS	1,575.00 2,380.00		3,955.00	
012991	003	21/06/2023	K0018	Kaltech Solutions	1040	CZMT Tech support	168.00		168.00	
012990	003	21/06/2023	F0032	4imprint, Inc.	10326103	Pens (souvenir)	667.96		667.96	
012989	003	21/06/2023	D0025	Daugert, Sylvan	Boot allow 20	2023 Boot Allowanc	211.64		211.64	
012988	003	21/06/2023	C0025	CLEARTECH INDUSTRI	INV1070831	WP O&M	2,359.17		2,359.17	
012987	003	21/06/2023	B0001	BC HYDRO & POWER A	104014575143	Apt C 1674 Main St	1,264.71		1,264.71	
012986	003	21/06/2023	A0072	Arc & Anchor Ironw	1006	Pymnt #1 Emrg ladd	5,270.50		5,270.50	
012992	003	21/06/2023	N0001	Inlet Supply Ltd.	May23	Multi gl's Inlet S	1,669.37		1,669.37	
012993	003	21/06/2023	N0026	NORTH ARM TRANSPOR	SI082130	Jet A-1 fuel 18073	29,020.07		29,020.07	
012994	003	21/06/2023	P0016	PURULATOR COURIER	453405261 453459195 453517167 453626607	Centrix freight Tenaquip freight Rollins freight Cleartech freight	51.80 69.57 82.38 209.28		413.03	
012995	003	21/06/2023	P0062	Pacific Coastal Ai	905-11944870	ULINE freight (Pri	47.25		47.25	
012996	003	21/06/2023	S0022	North Coast Reg. D	14033	AVICC convention '	1,309.32		1,309.32	
012997	003	21/06/2023	T0005	T.L.C. AUTOMOTIVE	0000158976 0000158969 0000159014	MVFD rescue repair PW diesel PW fuel/diesel	651.40 43.48 442.96		1,137.84	
012998	003	21/06/2023	X0001	XEROX CANADA INC.	L10243883	10 of 60 copier le	139.16		139.16	
012999	003	30/06/2023	A0003	ASSOCIATED ENGINEE	290621	WP upgrade proj.	15,801.43		15,801.43	
013000	003	30/06/2023	A0025	ACKLANDS - GRAINGE	9738113134	AVOP ID cards	86.24		86.24	
013001	003	30/06/2023	C0004	Staples Advantage	63471914	Admin/FD/Air offic	795.51		795.51	
013002	003	30/06/2023	C0025	CLEARTECH INDUSTRI	ONV1073618	WP O&M	251.10		251.10	
013003	003	30/06/2023	C0113	CityWest Cable & T	06/01/2023	VOM internet 1Jun2	1,034.22		1,034.22	
013004	003	30/06/2023	D0001	Haida Gwaii Consum	May23	Multi gl's HG Coop	601.05		601.05	
013005	003	30/06/2023	D0011	DRIFTTECH MECHANIC	14056 14067	PW equip - B95 FD Pumper Repairs	645.62 415.68		1,061.30	
013006	003	30/06/2023	G0093	Gowler, Jevan	FD wages Jun2	FD chief wages Jun	320.00		320.00	
013007	003	30/06/2023	J0008	Jarvis, Trevor	RB May-Jun23	R&B H Lee 26May-26	600.00		600.00	
013008	003	30/06/2023	L0075	Getter Done Earth	243	Stump Dump clean J	2,250.00		2,250.00	
013009	003	30/06/2023	L0078	Lee, Hyoone	2023 Boot all	2023 Boot allowanc	220.32		220.32	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013010	003	30/06/2023	N0026	NORTH ARM TRANSPOR	SI082163 SI082164 SI082288 SI082316	Jet A-1 18203.6 Jet A-1 fuel 18035 Jet A-1 18055.5 Jet A-1 18010.8	29,229.28 28,958.57 28,991.49 28,919.71		116,099.05	
013011	003	30/06/2023	00020	Bellis, Isabel	158403	FD equipment proje	4,657.79		4,657.79	
013012	003	30/06/2023	00025	Orkin Canada Corpo	C-4073890	PW pest control Ju	63.00		63.00	
013013	003	30/06/2023	P0016	PURULATOR COURIER	453732145	Claretech freight	77.62		77.62	
013014	003	30/06/2023	P0023	PitneyWorks	Jun2023	Postage Jun23	630.00		630.00	
013015	003	30/06/2023	P0062	Pacific Coastal Ai	905-11948860 905-11949000	Speedy Copy freigh ALS Enironmental f	28.00 96.27		124.27	
013016	003	30/06/2023	P0089	PACIFIC BLUE CROSS	1354186	July23 remit PBC	4,051.45		4,051.45	
013017	003	30/06/2023	P0107	PrairieCoast Equip	P11612	PW equip - riding	316.18		316.18	
013018	003	30/06/2023	R0034	Rocky Mountain Pho	IN0140965	FD equip proj Rock	714.56		714.56	
013019	003	30/06/2023	R0042	Ranch Feeds	74167	Community Garden	147.39		147.39	
013020	003	30/06/2023	S0017	FRED SURRIDGE LTD.	000667476	WP O&M	985.60		985.60	
013021	003	30/06/2023	S0088	Speedy Copy Ltd.	40658	Business Cards - S	81.40		81.40	
013022	003	30/06/2023	T0003	TELUS BC Inc.	25Jun23	Multi gl's Telus 2	5,070.31		5,070.31	
013023	003	30/06/2023	T0082	Telus Mobility	21Jun23	Telus Mobility 21J	839.30		839.30	
013024	003	30/06/2023	T0100	Textile Image Inc.	103376	Pride Banners	1,892.80		1,892.80	
013025	003	30/06/2023	T0101	TES Instruments	4293	Decelerometer for	939.75		939.75	
013026	003	30/06/2023	W0004	WESTPOINT AUTOMOTI	932-411053	PW equip - Riding	76.32		76.32	
013027	003	30/06/2023	W0040	Williams, Natasha	Jun23	Janitorial Jun23	1,890.00		1,890.00	
013028	003	30/06/2023	X0001	XEROX CANADA INC.	F60764762	Copies May23	206.88		206.88	
Total:							453,748.55	0.00	453,748.55	

Payment Summary		
Description	Qty	Amount
Cheque	80	453,748.55
EFT	0	0.00
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	80	453,748.55

*** End of Report ***

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013029	003	11/07/2023	A0072	Arc & Anchor Ironw	1137	Payment #2 ladders	5,270.50		5,270.50	
013030	003	11/07/2023	B0001	BC HYDRO & POWER A	113014408415 400003792622	Soup Kitchen Multi GL BC Hydro	27.24 14,602.21		14,629.45	
013031	003	11/07/2023	B0004	BIG RED ENTERPRISE	22028	Big Red July 2023	2,896.61		2,896.61	
013032	003	11/07/2023	C0004	Staples Advantage	63499206 63585106	Office Supplies Office Supplies	8.38 55.99		64.37	
013033	003	11/07/2023	C0013	CANADIAN UNION OF	Jun23	Union fees Jun 23	519.66		519.66	
013034	003	11/07/2023	C0027	CANADA CUSTOMS & R	Jun23 FT Jun23 PT	CRA Jun23 FT CRA Jun23 PT	22,299.45 9,230.14		31,529.59	
013035	003	11/07/2023	D0011	DRIFTTECH MECHANIC	14043 14068 14076	FD Vehicle - Pumpe FD Vehicle - Rescu Line Spray Unit	334.88 281.53 179.20		795.61	
013036	003	11/07/2023	E0004	ENVIRONMENTAL OPER	142320 142321	Water Plant Water Dist Sys	315.00 105.00		420.00	
013037	003	11/07/2023	F0037	Fast Fuel Limited	CL63052 CL66942 CL67046	FD Fuel FD Fuel FD Vehicle Fuel	162.49 140.36 78.71		381.56	
013038	003	11/07/2023	F0039	Foresight innovati	VOM 2205 VOM 2206	Boat Launch Proj Boat Launch Proj.	27,081.60 7,787.45		34,869.05	
013039	003	11/07/2023	H0005	H F Protection Sys	7072	Annual Service	3,759.00		3,759.00	
013040	003	11/07/2023	I0058	Inland Air	00594042	Tenaquip Freight	60.00		60.00	
013041	003	11/07/2023	L0003	YOUNG, ANDERSON Ba	137576	Legal Service	151.20		151.20	
013042	003	11/07/2023	N0026	NORTH ARM TRANSPOR	SI082423 SI082350 SI082351 SI082510 SI082485	Freight Brock Whit Jet A-1 16004.8 Jet A-1 1995.7 Jet A-1 17568 Freight Clear Tech	820.12 25,698.71 3,204.47 27,631.34 1,372.26		58,726.90	
013043	003	11/07/2023	O0016	OLD MASSETT VILLAG	2023-07-907	WWT July-Sept 2023	15,003.00		15,003.00	
013044	003	11/07/2023	O0020	Bellis, Isabel	I.Bellisbsry	Wylie scholarship-	1,000.00		1,000.00	
013045	003	11/07/2023	P0016	PUROLATOR COURIER	453791154 453849843	Freight Prairie Co Prairie Coast Frei	65.44 52.01		117.45	
013046	003	11/07/2023	S0015	Ocean Dry Ent. Ltd	060642	Water Plant	93.54		93.54	
013047	003	11/07/2023	S0017	FRED SURRIDGE LTD.	000666335 000667608	Water Plant OM Sewer Sys O&M	100.58 521.39		621.97	
013048	003	11/07/2023	S0022	North Coast Reg. D	14115 14138	Litter Control Spr Sea plane base/ Bo	160.00 75.00		235.00	
013049	003	11/07/2023	T0005	T.L.C. AUTOMOTIVE	0000159150 0000159210 0000159212 0000159216 0000159242	PW Fuel / Diesel PW Fuel PW Equipment PW Diesel PW Fuel	784.71 243.05 68.34 274.61 254.09		1,624.80	
013050	003	11/07/2023	W0087	Williams Petroleum	48546 48571	Fuel Tank Fuel Tank	22,412.39 2,315.25		24,727.64	
013051	003	11/07/2023	W0088	WASCO Winnipeg Air	103317 103323	Airport Audit June 23 SMS	7,297.50 2,380.00		9,677.50	
013052	003	13/07/2023	B0070	Bedard, Ted	Jun23	Air Janitorial Jun	1,941.66		1,941.66	
013053	003	14/07/2023	O0026	Olee, Andalib	UBCM Trav Rel	UBCM Travel Reimbu	251.53		251.53	
013054	003	14/07/2023	W0076	Wettlauffer, Marya	May-Jul23Reim	May to July 7, 202	698.70		698.70	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013064	003	28/07/2023	D0001	Haida Gwaii Consum	JUN23	MULTI GL'S JUN23-H	931.71		931.71	
013063	003	28/07/2023	C0113	CityWest Cable & T	01JULY23	MULTI GL'S VOM INT	1,024.80		1,024.80	
013062	003	28/07/2023	C0025	CLEARTECH INDUSTRI	INV1074531	ROAD MAINTENANCE	2,292.17		2,292.17	
013061	003	28/07/2023	C0009	CHOWN ENTERPRISES	317667	PW SHOP SUPPLIES	782.68		782.68	
013060	003	28/07/2023	C0008	COASTAL PROPANE IN	79184 79193 79192 79206	CH 1000.2 CH 4400.3 AIR 3200.4 PW 2200	1,550.74 6,822.35 4,962.00 3,410.95		16,746.04	
013059	003	28/07/2023	B0116	Big Dog Enterprise	2023039	ROAD MAINTENANCE	2,079.00		2,079.00	
013058	003	28/07/2023	B0106	BC Web	20102944	WEB HOSTING 21AUG2	222.88		222.88	
013057	003	28/07/2023	B0070	Bedard, Ted	JULY23	AIR SANITORIAL JUL	1,941.66		1,941.66	
013056	003	28/07/2023	A0075	ALS Canada Ltd.	3311340252	WATER PLANT GRANT	1,504.42		1,504.42	
013055	003	28/07/2023	A0064	ATS Traffic	1010-50010875	MVFD-FD EQUIP	232.96		232.96	
013065	003	28/07/2023	E0044	Emjay Extinguisher	4736	PW SUPPLIES	1,372.04		1,372.04	
013066	003	28/07/2023	F0037	Fast Fuel Limited	CL67370 CL67884	FD VEHICLE FUEL FD FUEL	131.44 21.97		153.41	
013067	003	28/07/2023	G0093	Gowler, Jevan	JULY23	FD CHIEF WAGES JUL	320.00		320.00	
013068	003	28/07/2023	H0005	H F Protection Sys	7073	AIRPORT ALARM SYST	4,100.25		4,100.25	
013069	003	28/07/2023	H0119	Haida Gwaii Heat P	707121	HEAT PUMPS PW OFFI	24,675.00		24,675.00	
013070	003	28/07/2023	J0006	BULKLEY-STIKINE JA	187506	AIRPORT TERMINAL B	840.90		840.90	
013071	003	28/07/2023	N0001	Inlet Supply Ltd.	JUN23	MULTI GL'S JUN23-I	520.61		520.61	
013072	003	28/07/2023	N0026	NORTH ARM TRANSPOR	SI082649 SI082697 SI082698 SI082686 SI082828 SI082829	JET A-1 18025.2 JET A-1 18014.4 JET A-1 15001.2 WASTE OIL SCH JET A-1 17982 JET A-1 18009.1	28,350.43 28,333.46 23,594.21 3,948.00 28,282.49 28,325.12		140,833.71	
013073	003	28/07/2023	P0035	Port Air Cargo Ser	VOM0623	PW EQUIP BRUSH CUT	21.00		21.00	
013074	003	28/07/2023	P0107	PrairieCoast Equip	P12262 P12250	PW-EQUIP-RIDING MO PW EQUIP-RIDING MO	221.85 711.46		933.31	
013075	003	28/07/2023	R0012	Brock White Canada	5233390-00	ROAD REPAIR 12@317	4,454.76		4,454.76	
013076	003	28/07/2023	S0022	North Coast Reg. D	14165 14249	REG HOUSING WORKSH MAY/JUNE23 GARBAGE	2,270.52 28,764.80		31,035.32	
013077	003	28/07/2023	S0200	Signal Electric Lt	2004 2005	TAXI WAY LIGHT REP AIR RUNWAY MAINTEN	14,463.54 2,506.14		16,969.68	
013078	003	28/07/2023	S0210	SetsoClan Co.	23VOM01	ROAD MAINTENANCE	1,575.00		1,575.00	
013079	003	28/07/2023	T0003	TELUS BC Inc.	25JULY23	MULTI GL'S TELUS 2	3,298.76		3,298.76	
013080	003	28/07/2023	T0005	T.L.C. AUTOMOTIVE	0000159258 0000159264	FUEL-EQUIP-B15 PW VEHICLES	186.35 280.54		466.89	
013081	003	28/07/2023	T0040	A-Mais Technologie	2023090	REMOTE MGMT SUB 1A	1,234.23		1,234.23	
013082	003	28/07/2023	T0082	Telus Mobility	21JUL23	MULTI GL'S 21JULY2	792.03		792.03	
013083	003	28/07/2023	W0011	WORKSAFE BC	2ND QRTR 2023	REI 2ND QRTR 2023	7,361.31		7,361.31	
013084	003	28/07/2023	W0040	Williams, Natasha	JUL23	JANITORIAL JULY23	1,920.00		1,920.00	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013085	003	28/07/2023	X0001	XEROX CANADA INC.	G60877407 L11258414	COPIES 12-30JUN23 11 OF 60 COPIER LE	51.55 139.16		190.71	
013086	003	28/07/2023	N0026	NORTH ARM TRANSPOR	SI082073 SI082537 SI082538 SI082589 SI082646	PEP-32.1@1.6635 JET A-1 17978.7 JET A-1 17969.7 JET A-1 18005.7 JET A-1 18113.6	60.02 28,277.31 28,263.14 28,319.77 28,489.46		113,409.70	
013087	003	31/07/2023	B0014	BC ASSESSMENT AUTH	2023TAXLEVY	2023 TAX LEVY	5,745.04		5,745.04	
013088	003	31/07/2023	N0017	NORTHWEST REGIONAL	2023TAXLEVY	2023 TAX LEVY	77,417.00		77,417.00	
013089	003	31/07/2023	O0026	Olee, Andalib	31JULY2023	JULY RENTAL ALLOWA	700.00		700.00	
013090	003	31/07/2023	S0022	North Coast Reg. D	31JULY2023	2023 TAX LEVY	114,743.00		114,743.00	
Total:							792,908.27	0.00	792,908.27	

Payment Summary		
Description	Qty	Amount
Cheque	62	792,908.27
EFT	0	0.00
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	62	792,908.27

*** End of Report ***

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013091	003	11/08/2023	A0003	ASSOCIATED ENGINEE	290894	WATER PLANT GRANT	25,591.89		25,591.89	
013092	003	11/08/2023	A0018	Aon Reed Stenhouse	3470000168089	AVIATION GEN LIABI	5,551.00		5,551.00	
013093	003	11/08/2023	B0001	BC HYDRO & POWER A	400003805132	MULTI GLS BCHYDRO	13,080.99		13,080.99	
013094	003	11/08/2023	B0004	BIG RED ENTERPRISE	22111 22131	BIG RED AUG2023 BAG TAGS (100)	2,896.61 194.25		3,090.86	
013095	003	11/08/2023	C0004	Staples Advantage	63758364 63765717	VOM,AIR,HARBOUR OF OFFICE SUPPLIES	1,629.47 643.87		2,273.34	
013096	003	11/08/2023	C0013	CANADIAN UNION OF	JUL23	UNION FEES JULY 23	529.80		529.80	
013097	003	11/08/2023	C0027	CANADA CUSTOMS & R	JUL23 FT JUL23 PT	CRA JUL23 FT CRA JUL23 PT	20,375.36 5,388.06		25,763.42	
013098	003	11/08/2023	C0039	Clark Freightways	C0731211 C0785260	FRED SURRIDGE-WATE FREIGHT-ASSCT ENGR	526.64 232.94		759.58	
013099	003	11/08/2023	D0022	Douglas Lake Equip	S95341	LB90-OLDBACKHOE-AU	444.36		444.36	
013100	003	11/08/2023	D0025	Daugert, Sylvan	2023 MED ALLO	2023 MEDICAL ALLOW	936.71		936.71	
013101	003	11/08/2023	D0046	Disney, Sheri	VIRL MEETING MINISTER MEET	VIRL MEETING MEET MINISTERS AND	42.33 106.08		148.41	
013102	003	11/08/2023	E0028	Eaglecrest Enterpr	399	DOCK-FLOAT REPAIRS	7,692.30		7,692.30	
013103	003	11/08/2023	E0038	Emco Corporation	828233005993	AIRPORT TRMNL BLDG	1,011.68		1,011.68	
013104	003	11/08/2023	H0115	Hock, Miles	888129 888131 888130	REWIRING AIRPORT F WATER PLANT O&M WATER DIST SYS O&M	504.00 840.00 328.00		1,672.00	
013105	003	11/08/2023	I0058	Inland Air	00594475	NORTHERN LABS FREI	28.00		28.00	
013106	003	11/08/2023	J0006	BULKLEY-STIKINE JA	187835 187924	AIRPORT TRMNL BLDG FREIGHT-JANITOR WA	189.69 97.98		287.67	
013107	003	11/08/2023	J0008	Jarvis, Trevor	RB JUN-JUL23	R&B H.LEE 26JUN-26	600.00		600.00	
013108	003	11/08/2023	L0003	YOUNG, ANDERSON Ba	138093/138094	LEGAL SERVICE	2,894.35		2,894.35	
013109	003	11/08/2023	L0078	Lee, Hyoone	TRAVEL 23	AIRPORT TRAVEL/ HY	320.00		320.00	
013110	003	11/08/2023	L0079	LASER PAVEMENT SOL	QUOTE#2083	AIRPORT MARKING 20	8,478.37		8,478.37	
013111	003	11/08/2023	M0110	MASSET MARKET	CERIP GRANT23	CERIP GRANT KITCHE	3,471.50		3,471.50	
013112	003	11/08/2023	N0001	Inlet Supply Ltd.	JUL23	MULTI GLS INLET S	4,178.02		4,178.02	
013113	003	11/08/2023	N0026	NORTH ARM TRANSPOR	SI082876 SI082845 SI082900 SI082982 SI082983 SI083005 SI083101 SI083077 SI083110	FREIGHT-CLEAR TECH JET A-1 FUEL 12048 JET A-1 FUEL 18029 JET A-1 FUEL 18071 JET A-1 FUEL 18031 AIRPORT DIESEL 592 AIR VEHICLE FUEL WP CHEMICALS JET A-1 FUEL 17929	1,157.86 18,949.36 30,299.51 28,423.73 28,360.34 1,061.71 1,000.53 529.05 28,199.45	137,981.54		
013114	003	11/08/2023	N0039	Tenaquip Limited	15395738-00 15395738-01	SHOP SUPPLIES SHOP SUPPLIES	373.98 233.42		607.40	
013115	003	11/08/2023	P0023	PitneyWorks	AUG23	POSTAGE AUG23	315.00		315.00	
013116	003	11/08/2023	P0055	Pitney Bowes Globa	3202223128	LEASE 1JUN-31AUG23	708.93		708.93	
013117	003	11/08/2023	P0089	PACIFIC BLUE CROSS	1367333	AUG23 REMIT PBC	4,051.45		4,051.45	
013118	003	11/08/2023	R0034	Rocky Mountain Pho	IN0140161	FD EQUIP PROJ ROCK	4,820.48		4,820.48	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013119	003	11/08/2023	R0036	Roolham Services G	3633 3635 3636	WATER PLANT O&M PW SHOP BUILDING VILLAGE OFC BLDG	732.38 2,939.28 555.05		4,226.71	
013120	003	11/08/2023	R0049	R.D. of Fraser-For	12223	JUL-DEC23 GIS SERV	15,750.00		15,750.00	
013121	003	11/08/2023	R0050	Rushworth Electric	515466 515467	PAINTING PYMNT#1 WINDOWS PYMNT#1	15,230.25 6,111.00		21,341.25	
013122	003	11/08/2023	S0022	North Coast Reg. D	14265	TIPPING FEES # 162	200.00		200.00	
013123	003	11/08/2023	S0209	Stoltzfus, Cyrus	096228	AIR RUNWAY MOWING	7,350.00		7,350.00	
013124	003	11/08/2023	T0005	T.L.C. AUTOMOTIVE	0000159440 0000159442 0000159471 0000159541	PW EQUIPMENT - TRA PW FUEL PW FUEL/DIESEL PW DIESEL	8.20 241.45 572.40 150.80		972.85	
013125	003	11/08/2023	V0001	VANCOUVER ISLAND R	3RD QRTR 2023	3RD QRTR LEVY23	7,633.25		7,633.25	
013126	003	11/08/2023	W0076	Wettlaufer, Marya	JUL-AUG23 CNS	CNSIGNMNT SALES JU	298.35		298.35	
013127	003	11/08/2023	W0088	WASCO Winnipeg Air	103331	JULY 23 SMS	2,380.00		2,380.00	
013128	003	11/08/2023	X0001	XEROX CANADA INC.	F60973531	COPIES JULY23	76.36		76.36	
013129	003	15/08/2023	C0110	Clearview Consulti	14AUG23 FINAL	FINAL SETTLED PYMT	5,000.00		5,000.00	
013130	003	21/08/2023	A0003	ASSOCIATED ENGINEE	290481	MARWELL RD PROJ.	225.75		225.75	
013131	003	21/08/2023	B0001	BC HYDRO & POWER A	115014353033	APT C JULY23	194.28		194.28	
013132	003	21/08/2023	C0113	CityWest Cable & T	01AUG23	MULTI GL'S VOM INT	1,184.14		1,184.14	
013133	003	21/08/2023	E0045	EATON	940553180	AIR RUNWAY SUPPLIE	2,122.26		2,122.26	
013134	003	21/08/2023	H0117	Hole, Tyler	OIL SPILL AUG	OIL SPILL COURSE A	570.08		570.08	
013135	003	21/08/2023	I0058	Inland Air	00594564	TENAQUIP FREIGHT -	39.00		39.00	
013136	003	21/08/2023	N0026	NORTH ARM TRANSPOR	SC004573 SI083177 SI083184 SI083277 SI083309	CR ERROR #SI082900 ERROR #SI082900 JE JET A-1 FUEL 17,99 JET A-1 FUEL 18022 JET A-1 FUEL 18004	7,347.11- 4,312.48 27,219.52 27,253.84 27,226.31		78,665.04	
013137	003	21/08/2023	N0039	Tenaquip Limited	15505780-00	WATER PLANT O&M	404.10		404.10	
013138	003	21/08/2023	N0046	Niislaa Naay Heali	FINAL PYMNT	FINAL PYMNT FOR ME	200,000.00		200,000.00	
013139	003	21/08/2023	T0005	T.L.C. AUTOMOTIVE	0000159597 0000159635 0000159650 0000159689	PW- EQUIPMENT - WE PW DIESEL CVI- FD TRUCK PW FUEL	6.69 203.06 174.65 424.65		809.05	
013140	003	21/08/2023	U0015	Urban Systems Ltd.	219460	SEAPLANE CONCEPT D	1,186.50		1,186.50	
013141	003	21/08/2023	W0004	WESTPOINT AUTOMOTI	832-414397	PW EQUIPMENT	89.38		89.38	
013142	003	21/08/2023	W0088	WASCO Winnipeg Air	103337	AIR OP MANUAL AUG2	1,575.00		1,575.00	
013143	003	21/08/2023	X0001	XEROX CANADA INC.	L12271025	12 OF 60 COPIER LE	139.16		139.16	
013144	003	30/08/2023	A0003	ASSOCIATED ENGINEE	291540	WP O&M	1,537.99		1,537.99	
013145	003	30/08/2023	B0070	Bedard, Ted	AUG23	AIR JANITORIAL AUG	1,941.66		1,941.66	
013146	003	30/08/2023	C0039	Clark Freightways	C0749312	FREIGHT-FRED SURRI	354.78		354.78	
013147	003	30/08/2023	D0011	DRIFTTECH MECHANIC	14099	FD-VEHICLE FREIGHT	280.00		280.00	
013148	003	30/08/2023	F0037	Fast Fuel Limited	CL68851	FD VEHICLE FUEL	131.37		131.37	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013149	003	30/08/2023	G0093	Gowler, Jevan	FD WAGES AUG2	FD CHIEF WAGES AUG	320.00		320.00	
013150	003	30/08/2023	H0109	Haida Gwaii Design	4588 46138	FD HYDRANT MAPS PETS/WILDLIFE SANC	40.32 89.49		129.81	
013151	003	30/08/2023	H0116	Humphries, Joshua	RMBRS GRMLY23	2023 GRAMMARLY FEE	200.41		200.41	
013152	003	30/08/2023	J0006	BULKLEY-STIKINE JA	188194	AIRPORT TERMINAL B	583.30		583.30	
013153	003	30/08/2023	N0026	NORTH ARM TRANSPOR	SI083316 SI083498	JET A-1 FUEL 18045 WASTE OIL SCH	27,289.53 997.50		28,287.03	
013154	003	30/08/2023	O0025	Orkin Canada Corpo	C-4147126	PW PEST CONTROL JU	63.00		63.00	
013155	003	30/08/2023	P0016	PURULATOR COURIER	453898389 454160921	PW EQUIP-RIDING MO TENAQUIP FREIGHT S	63.34 51.32		114.66	
013156	003	30/08/2023	P0023	PitneyWorks	AUG2023	POSTAGE AUG 23	315.00		315.00	
013157	003	30/08/2023	P0089	PACIFIC BLUE CROSS	1380677	SEPT23 REMIT PBC	4,051.45		4,051.45	
013158	003	30/08/2023	R0050	Rushworth Electric	515494	PAINTING PAYMENT #	50,767.50		50,767.50	
013159	003	30/08/2023	S0092	Silvertip Promotio	192680	FD UBCM GRANT	270.04		270.04	
013160	003	30/08/2023	S0200	Signal Electric Lt	2006	AIR RUNWAY MAINTEN	15,217.84		15,217.84	
013161	003	30/08/2023	T0003	TELUS BC Inc.	AUG23 TELUS	MULTI GL'S AUG23 T	24,012.57		24,012.57	
013162	003	30/08/2023	T0005	T.L.C. AUTOMOTIVE	0000159715 0000159753	PW DIESEL PW EQUIP - RIDING	220.63 133.88		354.51	
013163	003	30/08/2023	T0082	Telus Mobility	30AUG23	MULTI GL'S TELUS M	870.43		870.43	
013164	003	30/08/2023	U0015	Urban Systems Ltd.	219944R	MAIN ST. PROJ. (PI	8,573.25		8,573.25	
013165	003	30/08/2023	W0040	Williams, Natasha	AUG23	JANITORIAL AUG23	1,920.00		1,920.00	
013166	003	31/08/2023	I0010	INSURANCE CORPORAT	2023 Fleet In	VOM fleet insuranc	10,524.00		10,524.00	
Total:							760,542.16	0.00	760,542.16	

Payment Summary		
Description	Qty	Amount
Cheque	76	760,542.16
EFT	0	0.00
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	76	760,542.16

*** End of Report ***