

VILLAGE OF ZEBALLOS

COMMITTEE OF THE WHOLE

AGENDA

7:00 pm

June 09, 2020

Zeballos Community Hall

We would like to acknowledge we are on unceded First Nations land of Ehattesaht Chinehkint territory.

CALL TO ORDER:

BUSINESS ITEMS:

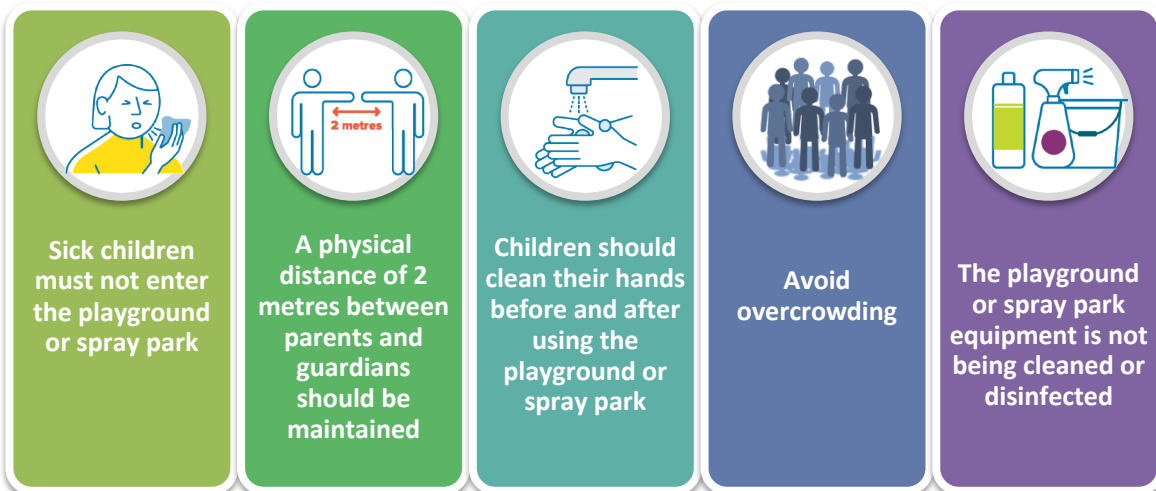
1. BC's Restart Plan in Zeballos
 - a. Guidelines for Public Outdoor Playground Equipment & Spray Parks
2. Council's Strategic Priorities for 2020

Coronavirus Disease (COVID-19) Guideline for Public Outdoor Playground Equipment and Spray Parks

We recognize that many parks closed playground equipment as a precaution at the onset of the COVID-19 pandemic, and that spray parks are not typically operational during the spring months. Parks and spray parks are now looking for advice on allowing children to access these facilities. Although there is no evidence of COVID-19 transmission in playground environments, these suggestions can help to reduce the potential risks.

Before opening, carefully inspect equipment to verify its safety.

Post signage around the park to remind users:



Drinking Fountains

Where possible, switch drinking water fountains to touchless or foot pedal operation.



Public Washrooms

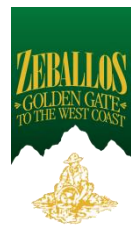
Where present, open washrooms and ensure that sinks are stocked and available for handwashing. Clean and disinfect at least once daily.

APPENDIX 1: ANNUAL PROGRESS REPORT on COUNCIL PRIORITIES

Priority Category	Priority Year	OBJECTIVES/STRATEGIES	MEASURES	OUTCOMES				
				2017	2018	2019	2020	
EXECUTIVE	Public Relations	2017	C2C Meetings with neighbouring First Nations.	C2C Meetings have occurred.	Priority Identified.	Priority Reaffirmed. Meetings held with the Ehattesaht/Chinehkint First Nation.	Priority Reaffirmed. Ongoing.	C2C Meeting with Ehattesaht/Chinehkint Nation scheduled.
		2018	Renew Protocol Agreement with Nuchatlaht Tribe.	Signed Protocol Agreement in place with the Nuchatlaht First Nation.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
	OCP Review	2017	Hire Village Office help to free up Meredith for OCP work	1. part time admin assistant 2. identify local casual help availability	Priority Identified. Completed.			New strategy for OCP completion devised and underway. New funding sources applied for. Completed.
		2017	Public Engagement (including feedback on bylaw enforcement)	two partner town halls and survey	Priority Identified.	Completed.		Completed.
	Community Development	2018	Complete updated Official Community Plan (OCP).	OCP Bylaw reconsidered and adopted in 2019		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
Economic Stability	2018	Research Transfer Station and / or Industrial Site requirements and demand	1. If necessary, land identified for industrial site. 2. Action plan in place with specific steps toward development of industrial site		Priority Identified.	Ongoing.	Ongoing.	
ADMINISTRATION	Unightly Premises Bylaw	2018	Continue with notification of infractions	Neat and tidy yards		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
		2018	Fewer letters needing to be sent to unsightly premise owners			Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
	Policies and Bylaws	2017	Research recommendations from experts regarding adoption of Fire Play Book	Fire Play Book policy decision made and adopted by council	Priority Identified.	Completed.		Completed.
		2018	Gather additional data for input into the Asset Management Plan	Funding in place to account for capacity shortfall regarding asset management plan development		Priority Identified. Completed.		Completed.
	2018	Complete bylaw and policy review	Fewer bylaws in need of housekeeping amendments		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.	
	2019	Work with the Strathcona Regional District on a service agreement for a Bylaw Enforcement Officer	Service Agreement signed with the SRD for bylaw enforcement.			Priority Identified.	Bylaw enforcement officer appointed. Waiting for the SRD to approve our revised service agreement. Council direction needed to determine when this officer will be used. Completed.	
COMMUNITY SERVICES	Local Maintenance and Beautification (Within Village Limits)	2017	Village properties are well maintained to a consistent standard and usage tracked	Village Office renovation (siding replacement) - West Side	Completed.			Completed.
		2017	Village properties are well maintained to a consistent standard and usage tracked	Village Office renovation (siding replacement) - North Side	Priority Identified	Completed.		Completed.
		2017	Museum Expansion (completion of porch and siding)	Budget item approved	Priority Identified	Budget item approved	Ongoing.	Ongoing.
		2017	Engage CVRD educators to encourage recycling		Priority Identified.	Ongoing.	Ongoing.	CVRD staff led an event to educate about recycling. Completed.
		2017	Schedule a hazard waste pickup and PR opportunity		Priority Identified.			
		2018	Improve signage for clarity and accuracy.			Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
		2018	Address streetside debris piles and encourage removal as necessary	1. Streets clear of stored materials, derelict vehicles, and sundry debris. 2. Village properties appear tidy and well kept.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
		2018	Maximize revenue collection from parking fees; Continue with parking attendant and patrols.	Parking Attendant retained.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
		2018	Village cleanup month of May, including free tipping at landfill. Council to encourage participation.	Spring Clean-Up participation.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
		2018	Monitor road allowances which fall under Village of Zeballos responsibility	Roadways clear of debris and sightlines maintained.		Priority Identified.	Ongoing.	Ongoing.
		2018	Maintain Village gardens.	Gardener retained.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.
		2019	Monitor road allowances which fall under Village of Zeballos responsibility.				Priority Identified.	Priority Identified.
		2019	Install columbarium at the Zeballos Cemetery.	Columbarium installed.			Priority Identified.	Completed.
	Parks & Trails	2017	CUT Project: Cost of construction, complete engineer and design, take to UBCM	request UBCM meeting	Priority Identified.	Completed.		Completed.
		2017	Identify CUT trailhead within Village of Zeballos	Trailhead identified and development needs to appear on work schedule	Priority Identified.	Completed.		Completed.
		2017	Establish guidelines for Off-Road Vehicle use on Village roads.	Off-Road Vehicle Bylaw Adopted.	Priority Identified.	Meeting with Council and RCMP	Ongoing. Off-Road Vehicle Bylaw draft under consideration.	Completed.
	2018	Ongoing engagement with the Community Unity Trail (CUT) project.	U4C Society holding regular meetings and designated representatives reporting to Council.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.	
	2019	Secure statutory right-of-way or tenure over CUT trailhead site within Village of Zeballos.	Trailhead identified and access secured.			Priority Identified.	Ongoing.	
	2017	PW continue to maintain existing trails	budget line item approved	Priority Identified.	Ongoing.	Completed.	Completed.	
	2017	Pursue grants for engineering and design of improvements to existing trails	Risk assessment completed.	Priority Identified.	Completed.		Completed.	
	2017	Accept Canadian Rangers commitment to assist with trail maintenance	Invite to Council meeting	Priority Identified.	No longer a priority.		Completed.	
	2018	Local trails need improvements to reduce risk to public use.	Estuary and River trails have a reduced risk and are widely used.		Priority Identified.	Priority reaffirmed in 2019. "use at own risk signs" placed at trailheads. Ongoing.	Priority reaffirmed in 2019. "use at own risk signs" placed at trailheads. Ongoing.	
	2018	Identify rules and regulations surrounding estuary development, safety and signage.	Estuary and River trails have a reduced risk and are widely used.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.	
	2019	Develop a strategic plan for ongoing management of Village trail network.				Priority Identified.	Ongoing.	
	2019	Enhance the foreshore park and trail area.	Foreshore parks are attractive and widely used.			Priority Identified.	Ongoing.	
Policing	2017	Continued communications with all levels of RCMP	Annual Meetings with RCMP Staff Sargent	Priority Identified.	Ongoing.	Ongoing.	Ongoing.	
	2017	Increased Presence in Visibility As Well As Availability	Monitor stats as per RCMP quarterly reports	Priority Identified.	Ongoing.	Ongoing.	Ongoing.	
Emergency Preparedness	2017	Signage at east side evacuation site	signs mounted	Priority Identified.	Completed.		Completed.	
	2017	Improve strategy to inform residents of emergencies underway	ESS attaining ham radio certification	Priority Identified.	Completed.		Completed.	

APPENDIX 1: ANNUAL PROGRESS REPORT on COUNCIL PRIORITIES

Priority Category	Priority Year	OBJECTIVES/STRATEGIES	MEASURES	OUTCOMES				
				2017	2018	2019	2020	
PROTECTIVE SERVICES	2017	Improve strategy to inform residents of emergencies underway	Joint Emergency Committee meetings (VoZ, SRD, ECFN & NFN)	Priority Identified.	Meetings held with the Emergency Programs in Zeballos, Ehatish, and Oclucje. Joint training and emergency evacuation exercises completed.	Ongoing.	Ongoing.	
	2017	Connect Rocket training and implementation		Priority Identified.	Completed.		Completed.	
	2017	Research and secure Tsunami Warning Siren for the east side of Zeballos River	Funding secured for new siren.	Priority Identified.	Discussed at UBCM meeting.	Priority reaffirmed in 2019. Ongoing.	Priority reaffirmed in 2019. Ongoing.	
	2017	Provide labour and financial support for a pole to install the Ehattesaht/ Chinehkint First Nation's new siren	1. Village property used for installation 2. Siren functioning to full capacity	Priority Identified.	Completed.		Completed.	
	2017	Complete Zeb Creek Flooding Mitigation		Priority Identified.	Grant funding application not approved.	No longer a priority. Replaced by slope hazard mitigation strategy.	Completed.	
	2018	Develop Evacuation Site for the west side of Zeballos Area	Crown Lease in place with surveyed site		Priority Identified.	Partnership with the Ehattesaht Chinehkint First Nation established and revised strategy adopted in 2019.	Ongoing.	
	2018	Contact Lands Department for Crown Grant for west evacuation site			Priority Identified.	Strategy revised. This task no longer applicable.	Completed.	
	2018	Include budget funds for survey work and land clearing			Priority Identified.	Strategy revised. This task no longer applicable.	Completed.	
	2019	Partner with the Ehattesaht Chinehkint First Nation to establish an Evacuation Site on the west side of Zeballos .	Evacuation Site being used in drills and practice			Partnership with the Ehattesaht Chinehkint First Nation established and revised strategy adopted in 2019.	Ongoing.	
	2018	Improve signage and Emergency Plan familiarity			Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Ongoing.	
	2019	Secure funding for mitigation feasibility study for the east side slope hazard.	Funding secured for a mitigation feasibility study.			Priority Identified.	RFI for slope hazard mitigation posted to BC Bid. Targeting January 2020 intake for mitigation grant funding.	
	2019	Procure a mobile EOC system and train volunteers to administer it.	Mobile EOC system procured and volunteers trained.			Priority Identified.	Completed.	
PUBLIC WORKS	Foreshore	2017	Investigate replacement of seaplane dock or other options	1. Gather budget info 2. investigate bulkhead to identify extent of required repair	Priority Identified.			
		2017	Negotiate MOU with all waterfront users	1. Invite all users for negotiation meeting in 2018 2. MOU agreement in place	Priority Identified.			
		2018	Feasibility study to mitigate flood hazards identified in the 2018 report, Zeballos River Floodplain Modernization & Future Landslide Risk Assessment.	Funding received for mitigation feasibility studies and plan development.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Ongoing.
		2019	Foreshore stabilization feasibility study.	Funding received for study and implementation.			Priority Identified.	Ongoing.
	Roads and Bridges	2017	Pursue Pot Hole and Sink Hole Repair along all roadways working with the various jurisdictions: Forestry, Highways, Emcon, Village PW	monitor effectiveness of communications ie # of trouble spots increasing? Or decreasing?	Priority Identified.	Ongoing.	Ongoing.	Ongoing.
		2017	Encourage Road User Group - new format, more meetings and cooperation	1. RUG Meetings held 2. Road User Agreement updated in 2018	Priority Identified.	Road User Group meetings held and FSR improvement projects funded.	Ongoing.	Ongoing.
		2018	Finalize Sugarloaf Bridge project and related paving.	Sugarloaf Bridge project completed.		Priority Identified.	Priority reaffirmed in 2019. Ongoing.	Ongoing. Paving between Sugarloaf and Overflow bridges completed.
	Sewer Services	2017	Research cost of lift station 2 improvements and funding opportunities	Budget Item Approval	Priority Identified.	Budget item approved		Ongoing.
		2017	West Side Sewer Expansion Project	continue meeting with ECFN and staff	Priority Identified.	Meetings held and VoZ staff continue to be engaged in the process.	Ongoing.	Ongoing.
		2017	Continue to work towards a step sewer system for East Zeballos	Secure Funding for feasibility study	Priority Identified.	Completed.		Completed.
2018		Feasibility study for East Side Sewer project	Feasibility study completed for East Side Sewer project		Priority Identified. Preliminary research completed.	Ongoing.	Ongoing. Preliminary design work drafted. Public engagement event set for Jan. 7, 2020	



2020 COUNCIL PRIORITIES & PROGRESS MEASURES

COMMUNITY DEVELOPMENT

STRATEGIES

1. Renew Protocol Agreement with Nuchatlaht Tribe
2. Complete updated Official Community Plan (OCP).
3. Research Transfer Station and/or Industrial Site requirements and demand

PROGRESS MEASURES

- Signed Protocol Agreement in place with the Nuchatlaht First Nation.
- OCP Bylaw reconsidered and adopted in 2019
- Land identified for industrial site
- Action plan in place with specific steps toward development of industrial site

LOT 501

STRATEGIES

1. Investigate replacement of seaplane dock or other options
2. Negotiate MOU with all waterfront users
3. Foreshore stabilization feasibility study

PROGRESS MEASURES

- Gather budget and investigate bulkhead to identify extent of required repair
- Invite all users for a negotiation meeting
- MOU agreement in place

FORESHORE

STRATEGIES

1. Feasibility study to mitigate flood hazards identified in the 2018 report, *Zeballos River Floodplain Modernization & Future Landslide Risk Assessment*.
2. Foreshore stabilization feasibility study.

PROGRESS MEASURES

- Funding received for mitigation feasibility studies and plan development.
- Funding received for implementation.

POLICING

STRATEGIES

1. Continued communication with all levels
2. Increased presence in visibility and availability.

PROGRESS MEASURES

- Annual meetings with RCMP Staff Sergeant
- Monitor stats as per RCMP quarterly reports

LOCAL MAINTENANCE AND BEAUTIFICATION

within Village limits

STRATEGIES

1. Improve signage for clarity and accuracy.
2. Maximize revenue collection from parking fees.
3. Address street side debris piles and encourage removal as necessary.
4. Village cleanup month of May, including free tipping at landfill.
5. Maintain Village gardens.
6. Monitor road allowances which fall under Village of Zeballos responsibility.
7. Finalize Sugarloaf Bridge project and related paving.

PROGRESS MEASURES

- Streets clear of stored materials, derelict vehicles and sundry debris.
- Roadways clear of debris and sightlines maintained.
- Village properties appear tidy and well kept.
- Spring Clean-Up participation.
- Parking Attendant and Gardener retained.
- Final reporting completed for the Sugarloaf Bridge project.

ROADS & BRIDGES

STRATEGIES

1. Pursue pot hole & sink hole repair along all roadways working with Forestry, Highways, Mainroad, Village PW
2. Encourage Road User Group – new format more meetings and cooperation
3. Finalize Sugarloaf Bridge project and related paving

PROGRESS MEASURES

- Monitor effectiveness of communication. Trouble spots increasing or decreasing?
- Road User Group Meetings held
- Road User Agreement updated

PUBLIC RELATIONS

STRATEGIES

1. C2C Meetings with neighbouring First Nations.

PROGRESS MEASURES

- C2C Meetings have occurred.

SEWER SERVICES

STRATEGIES

1. Research coast of Lift Station 2 improvements and funding opportunities
2. West Side Sewer Expansion Project
3. Continue to work toward a STEP Sewer System for East Zeballos

PROGRESS MEASURES

- Lift Station 2 budget item approval
- Continue meeting with ECFN and staff on West Side Sewer
- Community Engagement on East Zeballos STEP System

POLICIES & BYLAWS

STRATEGIES

1. Complete bylaw and policy review

PROGRESS MEASURES

- Fewer bylaws in need of housekeeping amendments.

PARKS AND TRAILS *Local and Greater Area*

STRATEGIES

1. Ongoing engagement with the Community Unity Trail (CUT) project.
2. Secure statutory right-of-way or tenure over CUT trailhead site within Village of Zeballos.
3. Local trails improved to reduce risk to public use.
4. Identify rules and regulations surrounding estuary development, safety and signage.
5. Enhance the foreshore park and trail area.
6. Develop a strategic plan for ongoing management of Village trail network.

7. CENOTAPH

PROGRESS MEASURES

- U4C Society holding regular meetings and designated representatives reporting to Council.
- Trailhead identified and access secured.
- Estuary and River trails have a reduced risk and are widely used.
- Foreshore parks are attractive and widely used.
- Right of way between 149 & 147 Maquinna to be incorporated into trail
- CENOTAPH

EMERGENCY PREPAREDNESS

STRATEGIES

1. Secure funding for mitigation feasibility study for the east side slope hazard.
2. Develop Evacuation Site for the west side of Zeballos Area
3. Partner with the Ehattesaht Chinehkint First Nation to establish an Evacuation Site on the west side of Zeballos .
4. Research and secure Tsunami Warning Siren for the east side of Zeballos River
5. Improve signage and emergency plan familiarity.
6. Joint Emergency Committee meetings (VoZ, SRD, ECFN, NFN)

PROGRESS MEASURES

- Funding secured for a mitigation feasibility study
- Have west side Evacuation Site open for use
- Evacuation Site being used in drills and practice
- Funding secured for east side tsunami siren
- Have a 1 pager info sheet for tourism operators
- Improve strategy to inform residents of emergencies underway