



VILLAGE OF ZEBALLOS

2018 Annual Report

For The Fiscal Year Ending December 31, 2017



TABLE OF CONTENTS

Table of Contents.....	i
Table of Figures.....	i
Mayor’s Message	1
Introduction to Zeballos — A Tiny Paradise.....	3
Municipal Services & Operations Summary for 2018	4
1. Executive.....	4
2. Administration	4
3. Recreation Department	5
4. Protective Services.....	7
5. Public Works Department.....	7
Appendix I: Annual Progress Report and Statement of Major Projects	9
Appendix II: Schedules of Payments and Permissive Exemptions	17
Appendix III: Audited Municipal Financial Statements.....	19

TABLE OF FIGURES

Figure 1: Mayor and Council 2017	3
Figure 2: Official Ribbon Cutting by Mayor Cox and MP Blaney, with RCMP	4
Figure 3: Demolition of the old Sugarloaf Bridge.	4
Figure 4: Parade of vehicles over the new Sugarloaf Bridge in September.....	4
Figure 5: The new Sugarloaf Bridge on the morning of the Official Opening Celebration in October.....	5
Figure 6: Lunch, and of course, CAKE after the Official Ribbon Cutting ceremony in October.....	5
Figure 7: Canada Day celebration at the Community Hall.....	6
Figure 8: Official Community Plan consultation with residents April 2017.	6
Figure 9: The Zeballos Museum	7
Figure 10: Public Works Foreman Mike Atchison represents Zeballos at the BC Water and Waste Association Annual Conference and accepts the award for Best Tap Water in BC.	7
Figure 11: Sugarloaf Bridge - After.....	8
Figure 12: Sugarloaf Bridge - Before	8

MAYOR'S MESSAGE

Greetings to all, hope you are doing well.

I thought I saw a little light at the end of the tunnel and then I realized that there has always been light, but it is now a lot brighter.

Council has had a busy and productive past year, witnessing the completion of some initiatives and projects and also setting the wheels in motion for other ones to bear fruit over the next several years.



THE BIG NEW SHINY RED BRIDGE – I hope that you are as pleased with it as I am. Eight long years ago Council recognized the need of a new river crossing and set out to make it happen. It took a lot of time, effort and pressure but now we have it in place and the best news is that it did not cost local taxpayers a dime!

There are many other initiatives moving ahead that are not quite as visible but just as important to the future of the community as well. I will speak to several but not all by any stretch.

There is a flood plain, rising tide, rock fall hazard study and mapping project underway with completion timeline of early fall of this year. This study is very important in so many aspects, safety, future development, and sustainability just to name a few. And it is 100% grant funded.

Another project underway is the update of our Official Community Plan. It might not sound that important to some but it is the document that speaks to all of the Village's strategic goals and land use policies.

Staff is waist deep into a major waste water discharge systems upgrade project in conjunction with our Ehattesaht/ Chinehkint neighbours. The intent of the project is not only for upgrades but also increased capacity.

Council has invested an incredible amount of time and effort into the Zeballos-to-Tahsis trail initiative. I can report that this project is well underway and look forward to completion within the next two building seasons. It is a very exciting project, very well thought out and it is most gratifying to work in such close partnership with our Ehattesaht/ Chinehkint neighbours on this project.

I understand that Surespan Mining is coming back to the old privateer mine claim to conduct

more exploration test hole drilling this summer. This in itself is good for the town, just think what it would mean if they find gold “in them thar hills.”

I have witnessed several families choose to make Zeballos their new home and am very thankful for that.

There are some very significant staff and administration personnel changes underway currently. I would like to thank those that are departing for all of their hard work and excellence they have expended for our Village. And I would like to welcome those coming forward to fill the vacant positions and have the utmost confidence in their abilities and passion for our village.

Oh, and let’s not forget our never-ending quest for Zeballos Forest Service Road improvements.

I have been on Council for ten years and have made it my #1 priority.

With the help of our three neighbouring First Nations, and many many meetings with different levels of government officials, I can finally report that some headway has been made. The Ministries of both Highways and Forestry have committed close to two million dollars for road upgrades over the next two years. They have also committed to a substantial increase in road grading in the interim.

I view this as a step in the right direction, but it is a quest that future Councils will also have to pursue.

Municipal elections are just around the corner, this is the time to select/ elect your leadership team. Please get involved at some level and be sure to vote.

As usual, it has been and is my pleasure to serve you.



Mayor Donnie Cox

INTRODUCTION TO ZEBALLOS — A TINY PARADISE

Zeballos has an amazing history of gold mining, iron mining and logging operations. During the gold mining boom of the 1930s and 40s, the community boasted a population of 2,000. Zeballos has now become the smallest municipality in BC with a current population of 107.

Nestled in a deep valley at the head of the Zeballos Inlet, Zeballos is the jewel of the North West Coast of Vancouver Island. This tiny paradise is a wonderful place to unplug and reconnect with nature. Revel in the opportunity to breathe the clean air and taste the award winning drinking water. The proximity of wildlife, outdoor recreation, and world famous history make this quiet, restful village a great place to live and to visit.

Zeballos has historically had a resource-based economic driver. Times have changed and economic sustainability must be found elsewhere. Zeballos is increasingly becoming a destination for travellers who are looking for the excitement of wilderness recreation and for those wishing to delve into its astounding history.

Observe the abundance of wildlife spanning land, sea and air. Look to the water for seals, whales and spawning salmon or up to the sky for eagles, great blue heron and other remarkable birds. If you watch your surroundings closely you just might see a wolf, a cougar, or a bear! Sport fishing, diving, kayaking, and caving opportunities are plentiful. The adventures start with a left turn at signpost 320km on Highway 19, the longest driveway in BC.

Your Village Council and staff are mindful of both the opportunities and the challenges of living in a rural community. Many municipalities across BC are suffering as infrastructure fails. Council is committed to tackling our issues head on in the most fiscally responsible way possible.



Figure 1: Mayor and Council 2017
Barb Lewis, Candace Faulkner, Jeff Coburn, Mayor Donnie Cox and Julie Colborne

MUNICIPAL SERVICES & OPERATIONS SUMMARY FOR 2018

1. Executive

Once the funding for the Sugarloaf Bridge Replacement Project was secured, Mayor Donnie Cox and Council turned their attentions to other priorities.



Figure 2: Official Ribbon Cutting by Mayor Cox and MP Blaney, with RCMP

Other goals and objectives they set for themselves focused on improving our emergency preparedness. Improving our community appearance and all facets of public safety demanded their available time.

Lobbying for change is a slow process. The condition of the driving surface of the FSR Zeballos and FSR Fair Harbour has always been a challenge. The lack of consistent maintenance funding was a focus of Council in 2017.



Figure 3: Demolition of the old Sugarloaf Bridge.

2. Administration

Sugarloaf Bridge was closed on June 5th and reopened to traffic on September 23rd. During that time, Management Staff found many hours consumed by the bridge project.

Over that three and a half month period the old bridge was removed and the new one constructed. Residents celebrated with a 'soft opening' in September before Council attended the



Figure 4: Parade of vehicles over the new Sugarloaf Bridge in September.

UBCM. It was great to send pictures of our new ‘baby’ with Mayor and Council to their annual Union of BC Municipalities conference.

Figure 5: The new Sugarloaf Bridge on the morning of the Official Opening Celebration in October.



Taking on an inhouse Official Community Plan review on top of coordinating all the moving parts of the bridge project kept all staff hopping.

3. Recreation Department

Zeballos Community Hall

The Community Hall provided a great site for celebrations in 2017, including a Canada Day BBQ and the opening of the Sugarloaf Bridge.



Figure 6: Lunch, and of course, CAKE after the Official Ribbon Cutting ceremony in October.



Figure 7: Canada Day celebration at the Community Hall.

The Community Hall was also used for information gathering and open houses for both the Official Community Plan and the Sugarloaf Bridge.

Figure 8: Official Community Plan consultation with residents April 2017.



Zeballos Museum



Figure 9: The Zeballos Museum

The Zeballos Museum, bursting with artifacts donated by current and past residents, is a favourite stop for many visitors. One can get a glimpse of the early days of Vancouver Island’s only gold rush, our iron mining, and logging industries. The Museum is open during the winter months on an on-call basis, and during the summer months it has a part-time host with regular hours. The Museum host was kept busy explaining to the visitors why the bridge was closed, how to get to the other side and what they could see there.

In 2017 the museum roof was replaced as well as the roof on the miner shack outdoor exhibit. The next project will be finishing the exterior of the rear addition.

4. Protective Services

The Zeballos Volunteer Fire Department was happy to have two fire trucks in service during the bridge closure. As it happened, there were no call outs during the three and a half month closure and everyone breathed a sigh of relief.

The Emergency Program Coordinator was happy to learn of the new funding opportunities in the fall of the year. Together with the deputy coordinator, she laid out a plan to make the best use of the opportunities.

5. Public Works Department

The public works department was the most disrupted by the bridge project. The fact that the waterline is hung on the bridge provided an interesting wrinkle that took our water system operator to smooth out.

Despite the interruptions in our water service, the Village of Zeballos untreated tap water was entered into a competition against other water in BC and the Yukon. We are very proud to say we won first place and bragging rights to the best tap water in BC.

BCWWA "BEST OF THE BEST" TAP WATER TASTE TEST WINNER: VILLAGE OF ZEBALLOS

The tiny village of Zeballos, located on the northwest coast of Vancouver Island, has a population of roughly 120 people. Despite its rural setting, as of May 2018, the best tap water in all of British Columbia (that is, something for the year's judges (labeled "geophiles") of the BCWWA Tap Water Taste Test at the 48th Annual Conference & Trade Show in Victoria. The water was judged based on the five items including aroma, taste, mouthfeel, aftertaste and overall impression. Given the uniqueness of the award, judges cleaned their palates with crackers and distilled water in the morning, then sat at the table to drink from each water's unique quartet. Other participating municipalities include (but aren't necessarily limited to) West Vancouver, the Village of Zeballos, the City of Surrey, Courtenay, Nanaimo, Squamish and Sunshine Coast. Judges included: Robert Hildebrand (former Canadian Water and Wastewater Association, now Factory (pre-processor), Alberta), Wayne White (Association and AEC Water practices), Water Environment Federation.



Figure 10: Public Works Foreman Mike Atchison represents Zeballos at the BC Water and Waste Association Annual Conference and accepts the award for Best Tap Water in BC.

The Village is required to report our Asset Management Inventory to the province. In order to prepare for the eventual replacement of all village infrastructure we first must have an inventory of what we have and where it is. From that we must assign an estimated replacement date and cost.

The inventory must cover water systems, sewer systems, roads and bridges, equipment, vehicles and fixtures, buildings and other improvements. In 2017 we started an inventory with the help of a consultant. It is also a project with high demands on the public works staff time.

Improvements to the sewer lift station were completed in 2017. This is an example of maintaining our assets. It's not always something you can look at every day but is still a necessary part of Village infrastructure.

Meanwhile, the grass continued to grow and our staff continued to cut. As we didn't get lost in a sea of green, it appears our staff won the war.



Figure 12: Sugarloaf Bridge - Before



Figure 11: Sugarloaf Bridge - After

APPENDIX I: ANNUAL PROGRESS REPORT AND STATEMENT OF MAJOR PROJECTS

2016	STATEMENT OF OBJECTIVES Prepared 2016	STRATEGIES/ACTIONS Implemented 2016	MEASURES & OUTCOMES Collect Data 2017	REPORT Submit 2018
COUNCIL / ADMINISTRATION	OCP Review	Conduct an inventory of environmentally sensitive areas	Investigate what term "environmentally sensitive" means re: authority and regulations; surveys, goals and amendment drafts	Ongoing
	Policy And Bylaws	Adopt contaminated site policy	Policy adopted and reviewed annually	Complete Yearly Review delegated to Staff
		Adopt Fire Play Book policy	Policy adopted; Seek expertise on implementation; comparative case study analysis of other local governments	Ongoing
		Prepare asset management plan	Secure funds; Engage consultant; monitor progress	Ongoing
	Increase Economic Stability	Research requirements for industrial site/ transfer station	CSWM report delayed timing of transfer station; apply OCP research on "environmentally sensitive" areas	Ongoing
		Foster relationships with First Nations communities, continued communications	Ehatis protocol renewal; Sewer expansion cooperation	Ongoing
			Nuchatlaht protocol renewal	Ongoing
POLICING	Maintain RCMP Presence	Scheduled annual meetings	Invite Staff Sergeant to address Council	Ongoing
		Continue to lobby for regular police presence	Monitor stats provided on Quarterly reports	Ongoing

2016	STATEMENT OF OBJECTIVES	STRATEGIES/ACTIONS	MEASURES & OUTCOMES	REPORT
	Prepared 2016	Implemented 2016	Collect Data 2017	Submit 2018
RECREATION / CULTURE	Beautification Of Village Owned Properties	Spring cleanup and free dump days	Monitor tipping loads, general appearance of tidiness and comments from public	Ongoing
		Contractual gardener position	Monitor available budget and garden attractiveness	Ongoing

PUBLIC SAFETY	Dock Repair	Inspect and repair anchors at seaplane dock	Monitor inspection dates and repair work completed	Complete
		Repair access ramps at seaplane dock and municipal dock	Welder hired; supplies ordered	Complete
	Bridge Project	Secure project manager, complete pre-design phase	Monitor contracts and funding; current status-construction underway	Construction complete Final Reporting Ongoing
	Fire Safety	Annual inspections and follow thru of results	Monitor annual inspection dates and resulting reports	Complete Annual Review Delegated to Staff
		Continue training of ZVFD members	Training modules complete	
		Continue recruitment of ZVFD members	Advertising in Village Voice; OCP review	One new member appointed by Council Delegated to Staff to continue advertising
	Road Safety And Maintenance	Road naming for 9-1-1	Request name suggestions from Ehatis	Ongoing
		Increased signing	Stop sign at FSR Zeb at old town bridge	Complete

		Lot 501	Grading, pooled water marked with a pylon	Complete
	Attract Emergency Program Coordinator	Advertising and education	Secured volunteer candidate	Complete
		Secure budget line item	Include in 2017 Budget	Complete
	Tsunami Siren	UBCM lobbying	Monitor UBCM meetings	Ongoing

2016	STATEMENT OF OBJECTIVES	STRATEGIES/ACTIONS	MEASURES & OUTCOMES	REPORT
	Prepared 2016	Implemented 2016	Collect Data 2017	Submit 2018
PUBLIC WORKS	Maintain A Secure Water System	Reservoir inspection and clean out	Completed in 2016; no clean out required	Complete
	Maintain A Secure Sewer System	Research, fund and complete upgrades to lift stations	Quotes secured; monitor budget for funding	Complete
	Preserve the Integrity Of All Public Buildings	Repair Museum Porch and Complete Addition	Monitor work schedule and available budget	Ongoing
		Continue maintenance program of one side per year of village buildings	Monitor work schedule and available budget; west Village Office and waterfront washrooms completed	Complete
		Adherence to Public Works manual	Monitor monthly and annual asset checks	Ongoing Management delegated to staff

2017	STATEMENT OF OBJECTIVES	STRATEGIES/ACTIONS	MEASURES & OUTCOMES	REPORT
	Prepared 2017	Implemented 2017	Collect Data 2018	Submit 2019
ALL DEPARTMENTS	Improve Community Appearance	Village properties are well maintained to a consistent standard and usage tracked	West Side VO - completed North Side VO - ongoing	
		Museum Expansion	Budget item approved	

2017	STATEMENT OF OBJECTIVES Prepared 2017	STRATEGIES/ACTIONS Implemented 2017	MEASURES & OUTCOMES Collect Data 2018	REPORT Submit 2019
COUNCIL / ADMINISTRATION	OCP Review	Hire Village Office help to free up Meredith for OCP work	part time admin assistant identify local casual help availability	Complete
		Community Engagement	Ehattesah/ Chinehkint and Nuchatlaht C2C meetings	
		Public Engagement (including feedback on bylaw enforcement)	two partner town halls and survey	Complete
POLICING	Increased Presence in Visibility As Well As Availability	Scheduled annual meetings	request invitation sent to Staff Sargent	
		Continued communications with all levels of RCMP	ATV routes identified and permits being issued monitor stats	
PUBLIC ENGAGEMENT	Encourage Recycling	Engage CVRD educators	request invitation sent to Staff Sargent	
		Schedule a hazard waste pickup and PR opportunity	ATV routes identified and permits being issued monitor stats	
PUBLIC SAFETY	Road Safety & Maintenance	Signage at east side evacuation site	signs mounted	Complete
		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?	
	Improve Airplane Dock Use, Safety and Atmosphere	Investigate replacement of dock or other options	gather budget info investigate bulkhead to identify extent of required repair	

		Negotiate MOU with all users	Invite all users for negotiation meeting in 2018 Agreements in place	
Emergency Program		Improve strategy to inform residents of emergencies underway	ESS attaining ham radio certification Evacuation Time (real and mock) Joint Emergency Committee meetings (VoZ, SRD, ECFN & NFN)	
		Connect Rocket training and implementation		Complete
Improve Emergency Preparedness		Research funding sources for east Zeballos siren replacement	request UBCM meeting	
		Lobby at UBCM for funding	request UBCM meeting	
		Provide labour and financial support for a pole to install the Ehattesaht/ Chinehkint First Nation's new siren	Village property used for installation Siren functioning to full capacity	
Continue to Advocate for Public Safety		Arrange UBCM Minister Meetings	request UBCM meeting re Siren Funding	
		Encourage Road User Group - new format, more meetings and cooperation	# of meetings Representation of all users in attendance Road User Agreement updated in 2018	

2017	STATEMENT OF OBJECTIVES	STRATEGIES/ACTIONS	MEASURES & OUTCOMES	REPORT
	Prepared 2017	Implemented 2017	Collect Data 2018	Submit 2019
PUBLIC WORKS	Infrastructure Improvements	Research cost of lift station 2 improvements and funding opportunities	Budget Item Approval completed in 2018	
		Monitor Sewer Expansion Process	continue meeting with ECFN and staff	
		Continue to work towards a step sewer system for East Zeballos	Secure Funding Community draft plan approved Taxpayer Consultation	
	Reduce Flooding In Residential Areas	Complete Zeb Creek Flooding Mitigation		

RECREATION / CULTURE	Trail	Cost of construction, complete engineer and design, take to UBCM	request UBCM meeting identify trailhead and access identify ATV Permitting requirements	
	Revitalize Walking Trails	Pw continue to maintain existing trails	budget line item approved	
		Pursue grants for engineering and design of improvements to existing trails	risk assessment needed secure funding from Infrastructure planning grant	
		Accept Canadian Rangers commitment to assist with trail maintenance	Invite to Council meeting monitor exercises in Zeballos	

Council and staff are in the process of changing the visual of our reporting on goals and objectives. Over the next three years we will transition to the new format.

COUNCIL PRIORITIES FOR 2018

Strategies are this year's priorities.

Progress Measures will be tracked next year, and all will be reported in the Annual Report completed in the following year.

PUBLIC RELATIONS

STRATEGIES

1. Renew Protocol Agreement with Nuchatlaht Tribe in 2018

PROGRESS MEASURES

- Signed Protocol Agreements in place with Nuchatlaht and Ehattesaht/Chinehkint First Nations

LOCAL MAINTENANCE AND BEAUTIFICATION *within Village limits*

STRATEGIES

1. Signage and Parking are ongoing issues
2. Address streetside debris piles and encourage removal as necessary
3. Maximize revenue collection from parking fees
4. Village cleanup month of May, including work parties, free tipping at landfill. Investigate community partners ie garden club. Council to encourage participation.
5. Continue with parking attendant and patrols
6. Continue to fund gardener position
7. Monitor road allowances which fall under Village of Zeballos responsibility
8. Monitor bridge accessories and final reporting

PROGRESS MEASURES

- Streets clear of stored materials, derelict vehicles and sundry debris

POLICIES AND BYLAWS

STRATEGIES

1. Research recommendations from experts regarding adoption of Fire Play Book
2. Gather additional data for input into the Asset Management Plan
3. Complete housekeeping bylaw review

PROGRESS MEASURES

- Fire Play Book policy decision made and adopted by council
- Funding in place to account for capacity shortfall regarding asset management plan development
- Fewer bylaws in need of housekeeping amendments

ECONOMIC STABILITY

STRATEGIES

1. Research Transfer Station and / or Industrial Site requirements and demand

PROGRESS MEASURES

- If necessary, land identified for industrial site.
- Action plan in place with specific steps toward development of industrial site

EMERGENCY PREPAREDNESS

Planning, Warning Siren, and Evacuation Site Development

STRATEGIES

1. Develop Evacuation Site for the west side of Zeballos Area
2. Research and secure Tsunami Warning Siren for the east side of Zeballos River
3. Improve signage and plan familiarity
4. Contact Lands Department for Crown Grant for west evacuation site
5. Include budget funds for survey work and land clearing

PROGRESS MEASURES

- Crown Lease in place with surveyed site
- Evacuation Site being used in drills and practice

UNSIGHTLY PREMISES

Bylaw Enforcement and Encouragement Of Property Owners

STRATEGIES

1. Continue with notification of infractions
2. Fewer letters needing to be sent to unsightly premise owners

PROGRESS MEASURES

- Neat and tidy yards
- Fewer vacant properties

FORESHORE

Protection And Improvement

STRATEGIES

1. Develop mitigation of risks plan (after results of floodplain modernization and landslide risk assessment are known)
2. Obtain report from Floodplain Mapping Modernization and Landslide Risk Assessment
3. Develop Council priority from the result
4. Obtain funding for mitigation plans

PROGRESS MEASURES

- Funding received for mitigation plan development and construction

TRAIL NETWORK

Local and Greater Area

STRATEGIES

1. Community Unity Trail is ongoing. Overall Management is being transferred to Uniting 4 Communities (U4C) Society
2. Identify trailhead within Village of Zeballos
3. Local trails need improvements to reduce risk to public use. Identify rules and regulations surrounding estuary development, safety and signage.

PROGRESS MEASURES

- U4C Society holding regular meetings and designated representatives reporting to Council.
- Trailhead identified and development needs to appear on work schedule
- Estuary and River trails have a reduced risk and are widely used.

OFFICIAL COMMUNITY PLAN

STRATEGIES

1. Continue to meet with partners
2. Draft final bylaw accepting updated Official Community Plan

PROGRESS MEASURES

- Bylaw reconsidered and adopted in 2019

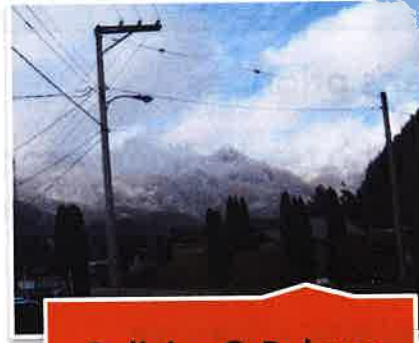
2018 COUNCIL PRIORITIES



Public Relations



Beautification



Policies & Bylaws



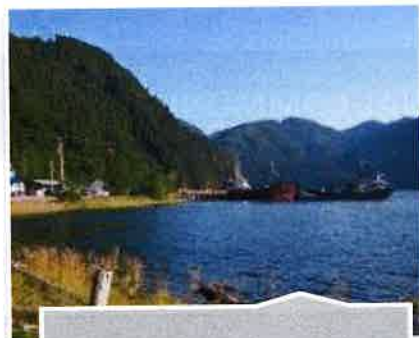
Economic Stability



Emergency Preparedness



Unightly Premises



Foreshore



Trail Network



Official Community Plan

APPENDIX II: SCHEDULES OF PAYMENTS AND PERMISSIVE EXEMPTIONS

2017 Schedule of Board Remuneration

	Remuneration	Expenses	Total
Mayor Cox	\$4,680.00	\$5,016.83	\$9,696.83
Councillor Jeff Coburn	\$3,120.00	0	\$3,120.00
Councillor Julie Colborne	\$3,120.00	\$3,194.20	\$6,314.20
Councillor Candace Faulkner	\$3,120.00	\$2,518.20	\$5,638.20
Councillor Barb Lewis	\$3,120.00	\$1,290.41	\$4,410.41
Totals	\$ 17,160.00	\$ 12,019.64	\$ 29,179.64

2017 Schedule of Payments to Suppliers

Annual Payment Greater than \$25,000

BC Hydro	37,080
BDO Canada LLP	30,695
CIBC Visa	26,671
Duncan Electric Motor Ltd	50,951
ISL Engineering and Land Services	162,124
RPB Constructors Ltd.	234,471
Surespan Construction Ltd.	2,275,716
Village of Tahsis	66,770
All Other Consolidated	328,008
Total Payments to Suppliers	\$ 3,212,490

2017 Permissive Exemptions

The Village of Zeballos did not have any permissive exemptions in 2017.

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