



CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE

Thursday, June 25, 2020
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

AMENDED AGENDA

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

REPORTS

2. 2019 Sunshine Coast Regional District (SCRD) Corporate Annual Report available on the web at [Annual Reports](#)
General Manager, Corporate Services / Chief Financial Officer
(Voting – All Directors) Annex A
Page 1
3. Financial Reporting Requirements and Statement of Financial Information, Year-Ended December 31, 2019
General Manager, Corporate Services / Chief Financial Officer
(Voting – All Directors) Annex B
pp. 2-66
4. 2020 Budget Process Debrief and 2021-2025 Financial Plan Process (July to December)
General Manager, Corporate Services / Chief Financial Officer
(Voting – All Directors) Annex C
pp. 67-86
5. 2020 Union of British Columbia Municipalities (UBCM) Resolutions – Cumulative Effects of Land Use Decisions
Corporate Officer
(Voting – All Directors) Annex D
pp. 87-88
6. ⇒ **REPLACE** Wastewater Feasibility Study – Infrastructure Planning Grant Program
Manager, Asset Management
(Voting – All Directors) Annex E
pp. 89-91
7. Sechelt Landfill Ground Disturbance – Financial Update
General Manager, Infrastructure Services
(Voting – All Directors) Annex F
pp. 92-95

COMMUNICATIONS

8. **⇒ ADD** Office of the Medical Health Officer, Vancouver Coastal Health pp. 96-97

Regarding: Overdose prevention services on the Sunshine Coast

(Voting – All Directors)

NEW BUSINESS

IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Corporate and Administrative Services Committee – June 25, 2020
AUTHOR: Kyle Doyle, Manager, Asset Management
SUBJECT: WASTEWATER FEASIBILITY STUDY – INFRASTRUCTURE PLANNING GRANT PROGRAM RESULTS

RECOMMENDATION(S)

THAT the report titled Wastewater Feasibility Study – Infrastructure Planning Grant Program Results be received;

AND THAT Wastewater Treatment Plants Asset Management Plans- Feasibility Studies be approved as follows:

- **Greaves Road [381]- \$7,500 – up to \$6,250 funded by Infrastructure Planning Grant Program and \$1,250 through Operating Reserves;**
- **Merrill Crescent [390]- \$7,500 – up to \$6,250 funded by Infrastructure Planning Grant Program and \$1,250 through Operating Reserves;**

AND THAT the 2020-2024 Financial Plan be amended accordingly;

AND FURTHER THAT grant applications for the four remaining Wastewater Feasibility Studies (Langdale, Sunnyside, Jolly Roger, and Secret Cove) be submitted.

BACKGROUND

At the February 27, 2020 Sunshine Coast Regional District (SCRD) Board meeting, a resolution 065/20 was passed, partial excerpt below:

Recommendation No. 39 *Wastewater Treatment Services [381-395] – 2020 R2 Budget Proposals*

AND THAT the following budget proposal be deferred pending receipt of grant:

- Budget Proposal 2 – [381-395] Wastewater Treatment Plants Asset Management Plans – Feasibility Studies funded from Operating Reserves (contingent on receipt of grants), as follows:
 - [381] Greaves Road Wastewater Treatment Plant \$1,250 (SCRD Contribution);
 - [383] Sunnyside Road Wastewater Treatment Plant \$1,250 (SCRD Contribution);
 - [384] Jolly Roger Wastewater Treatment Plant \$2,500 (SCRD Contribution);
 - [385] Secret Cove Wastewater Treatment Plant \$2,500 (SCRD Contribution);
 - [388] Langdale Wastewater Treatment Plant \$2,500 (SCRD Contribution);
 - [390] Merrill Crescent Wastewater Treatment Plant \$1,250 (SCRD Contribution);

Subsequently applications were submitted for six wastewater service areas to subsidize the cost of completing feasibility studies. The applications sought \$6,250-7,500 of funding for each of the six wastewater local service areas (\$42,500 total) which is the maximum funding available to the SCR D under the grant program for this activity. *The grants finance 100% of the first \$5,000 of cost and 50% of the remaining cost with a predetermined maximum contribution amount.*

The purpose of this report is to provide an update of the grant applications and include next steps.

DISCUSSION

Of the six Infrastructure Planning Grant Program (IPGP) applications, two were approved and four were not approved but remain eligible to be re-entered into the summer intake (award in Fall 2020). Grants were approved for Greaves Road and Merrill Crescent wastewater services.

Feasibility studies are necessary to provide guidance to the SCR D with respect to determining the capital expenditures necessary to continue providing services. These grants enable the SCR D to mitigate the financial impact on residents while planning for the future. The urgency of receiving the information provided by a feasibility study is based on the performance and condition of the existing infrastructure.

A staff report detailing recent developments for the Langdale service area was presented to the June 18th, 2020, Infrastructure Committee Meeting. It is understood that the results of a professional feasibility study are needed more urgently now. Staff will proceed with grant application, however, the project is not contingent upon award of grant.

The three other service areas (Sunnyside, Jolly Roger, Secret Cove) are not in as immediate need for a feasibility study and currently the economic benefit of potentially receiving an IPGP grant outweighs the need to complete the feasibility study immediately.

As per the guide published for the IGPG grant program, costs incurred after the application date are eligible to be claimed even if they occur before grants are awarded.

Financial Implications

A final cost for the feasibility study will be realized after the contracts are tendered with a maximum budget value of \$7,500 for *each of* the two service areas that have been approved for grant funding. Table 1 summarizes the financial implications.

Table 1: Financial Implications

Location	Grant Approval	Project Budget	Grant Contribution	SCR D Contribution	Operating Reserves (April 2020)
Greaves Road	✓	\$ 7,500.00	\$ 6,250.00	\$ 1,250.00	\$ 9,516.65
Merril Crescent	✓	\$ 7,500.00	\$ 6,250.00	\$ 1,250.00	\$ 5,177.11
Jolly Roger	x	\$ 10,000.00	\$ 7,500.00	\$ 2,500.00	\$ 12,231.89
Secret Cove	x	\$ 10,000.00	\$ 7,500.00	\$ 2,500.00	\$ 28,925.05
Sunnyside	x	\$ 7,500.00	\$ 6,250.00	\$ 1,250.00	\$ 11,925.48
Langdale	x	\$ 10,000.00	\$ 7,500.00	\$ 2,500.00	\$ 33,668.97

If the decision is made to move forward with a feasibility study for Langdale prior to receipt of grant funding it is expected that a budget of \$10,000 would be sufficient. These costs would be funded from Operating Reserves. Any staff time associated with the administration of these projects would be funded from Operating Reserves.

Timeline for next steps or estimated completion date

The provinces commitment to funding expires on March 31, 2022. Grants that were not approved have been automatically submitted for the summer intake. Therefore, Langdale, Sunnyside, Secret Cove and Jolly Roger will be included in this intake. Award notices are expected Fall 2020 and staff will report back on status and recommended next steps once received.

STRATEGIC PLAN AND RELATED POLICIES

These grant applications align with the Boards Strategic Focus Area of Infrastructure Planning.

This grant application is also consistent with the SCR D Financial Sustainability Plan, seeking alternative funding for SCR D projects.

CONCLUSION

In February 2020, Staff applied to the IPGP for six Wastewater Treatment Plants Asset Management Plans – Feasibility Studies. Both Greaves Rd and Merrill Crescent wastewater service areas have received provincial grant funding and approval to proceed with the projects and subsequent funding is required.

Langdale wastewater service did not receive grant funding and is in need of a feasibility study in the near term. Grant applications for the four service areas that did not receive grants have been re-submitted into the July 2020 intake.

Reviewed by:			
Manager		CFO/Finance	X- T. Perreault
GM	X – R. Rosenboom	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	



Office of the Medical Health Officer

Vancouver Coastal Health
821 Gibsons Way
Gibsons, BC V0N, 1V8

**SCRD
RECEIVED**

JUN 23 2020

**CHIEF ADMINISTRATIVE
OFFICER**

June 23, 2020

Dear Local Government Representatives,

Re: Overdose prevention services on the Sunshine Coast

Please accept this letter outlining some considerations for overdose prevention services on the Sunshine Coast.

BC faces an ongoing public health emergency related to opioid overdoses. In fact, despite the decrease in overdose deaths we saw in 2019, there has been an increase provincially in 2020 as per the recent Coroner's report¹. Now more than ever, we are encouraging people to not use alone and to access harm reduction and addiction services.

Overdose prevention services are key interventions to reduce the risk of overdoses and deaths. In addition to providing a space for people to consume pre-obtained drugs under the supervision of people trained to intervene in case of an overdose, overdose prevention services may also include provision of harm reduction supplies (e.g. sterile needles, filters, cookers, condoms, etc.), harm reduction education, and connection to services related to opioid use and/or other health or related social issues.

Following the declaration of the public health emergency by the Provincial Health Officer on April 14th 2016 under Section 52 (2) of the *Public Health Act* S.B.C. 2008, Chapter 28, and in keeping with Ministerial Order M488 under section 5.2 of the *Emergency Health Services Act*, sites providing overdose prevention services, including supervised consumption of illicit substances, have been permitted to operate for the duration of the Public Health Emergency if designated as overdose prevention sites by the local Medical Health Officer, assuming they meet health authority requirements.

Vancouver Coastal Health has developed policies and procedures² for the operation of Overdose Prevention Sites based on considerable experience with evidence-based programs in the Lower Mainland, such as Insite. These have allowed sites to operate successfully and sustainably, reducing risk for clients and facilitating integration of the service into the community.

The following criteria are considered when sanctioning operation of an Overdose Prevention Site:

- Administration by an experienced non-governmental organization.
- Following policies and protocols detailed in the VCH Overdose Prevention Site Manual.
- Employing staff and peers with training in overdose prevention and response.
- Operating the service in a manner that minimizes impacts to the broader community.
- Having harm reduction supplies and Naloxone kits and training available.
- Collecting data on all visits, overdoses and deaths and ensuring it is shared with the health authority in a timely manner.

The Sunshine Coast Community Action Team (CAT) has been a vital platform for collaboration between service providers, local government, NGOs, and peers in the development of innovative and localized responses to this crisis. As part of this work, implementation of Overdose Prevention Services continues to be explored in the context of the unique needs of people who use drugs on the

¹ <https://www2.gov.bc.ca/assets/gov/birth-adoption-death-marriage-and-divorce/deaths/coroners-service/statistical/illicit-drug.pdf>

² <http://www.vch.ca/Documents/Overdose-Prevention-Site-OPS-Manual.pdf>

Sunshine Coast. I encourage the CAT to continue work to develop a localized approach to providing overdose prevention services on the Sunshine Coast.

While we work towards publicly available overdose prevention services on the Sunshine Coast, it is important to highlight other services that are also available to reduce the risk of overdose, such as provision of harm reduction supplies and naloxone training. The Raincity Shelter operating in Sechelt offers a housing overdose prevention service to keep its residents safe. In addition to this, BC Emergency Health Services recently launched the Lifeguard App³, an innovative virtual overdose prevention option for people at risk of using substances alone. The app directly links the user to local emergency responders through their mobile device if an overdose does occur. This may be particularly useful in rural and remote areas of the Sunshine Coast where people are more likely to use alone.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. McKee', with a long horizontal line extending to the right.

Geoff McKee, MD, MPH, FRCPC
Medical Health Officer
Vancouver Coastal Health

³ <https://news.gov.bc.ca/stories/new-lifeguard-app-launched-to-help-prevent-overdoses>