



COMMITTEE OF THE WHOLE

Thursday, December 8, 2022

Held Electronically

and Transmitted via the 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

2. Kelly Foley, Sunshine Coast Housing Coordinator, Cover the Coast Alliance for Affordable Housing
Regarding: Funding Letter of Support
(Voting – All Directors)

REPORTS

- | | |
|---|-------------------------------|
| 3. Sunshine Coast 2023 Housing Action Plan <i>General Manager, Planning and Development</i> (Voting – All Directors) | Annex A Pages 1-22 |
| 4. Municipal Regional District Tax (MRDT) Online Accommodation Platform Funding – 2023 Approval for Affordable Housing Plan <i>General Manager, Planning and Development</i> (Voting – All Directors) | Annex B pp 23-25 |
| 5. 2022 Drought Response Financial Update <i>Manager, Financial Services</i> (Voting – All Directors) | ⇒INSERT pp 25 a - d |
| 6. Waste Reduction Initiatives Program (WRIP) 2022 Recipients <i>Solid Waste Programs Coordinator</i> (Voting – All Directors) | Annex C pp 26-28 |
| 7. Infrastructure Services Department - 2022 Q3 Report <i>General Manager, Infrastructure Services</i> (Voting – All Directors) | Annex D pp 29-49 |

- | | |
|--|---------------------|
| 8. 2023 – 2024 BC Transit Annual Operating Agreement Draft Budget <i>General Manager, Community Services Manager, Financial Planning</i> (Voting – B, D, E, F, Sechelt, sNGD, Gibsons) | Annex E pp 50-60 |
| 9. Municipal Insurance Association of BC (MIABC) Associate Member Insurance Coverage – Snow Removal <i>Manager, Purchasing and Risk Management</i> (Voting – All Directors) | Annex F pp 61-62 |
| 10. 2023 Call for Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) <i>Corporate Officer</i> (Voting – All Directors) | Annex G pp 63-72 |
| 11. Gibsons and District Fire Protection Commission Minutes of November 22, 2022 (Voting – E, F, Gibsons) | Annex H pp 73-74 |
| 12. Water Supply Advisory Committee Meeting Minutes of November 7, 2022 (Voting – A, B, D, E, F, Sechelt) | Annex I pp 75-76 |

COMMUNICATIONS

NEW BUSINESS

IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) and (k) of the *Community Charter* - “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality” and “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: Committee of the Whole – December 8, 2022

AUTHOR: Brad Wing, Manager, Financial Services

SUBJECT: 2022 DROUGHT RESPONSE FINANCIAL UPDATE

RECOMMENDATION

THAT the report titled 2022 Drought Response Financial Update be received for information.

BACKGROUND

The Sunshine Coast Regional District (SCRD) activated an Emergency Operations Centre (EOC) on September 27, 2022, to ensure additional emergency planning could occur to secure water supply for 22,000 people on the Chapman Water System. The Emergency Operations Centre remains activated in support of the ongoing response efforts.

At the September 22, 2022 SCR D Board Meeting, the following motion was passed:

Edwards Lake

Siphon Installation **It was moved and seconded**

248/22 THAT the report titled Proposed Edwards Lake Siphon Installation be received for information;

AND THAT the SCR D Board seek approval from the shíshálh Nation to proceed with the installation of the Edwards Lake siphon system;

AND THAT the installation and decommissioning of a siphon system at Edwards Lake be approved in the amount of up to \$350,000 and funded through Regional Water operating reserves;

AND THAT the SCR D Board request emergency water provision from the Town of Gibsons;

AND THAT the SCR D Board and delegated authorities be authorized to enter into an agreement for 2022 emergency water supply with the Town of Gibsons;

AND FURTHER THAT the 2022-2026 Financial Plan Bylaw be amended accordingly.

Subsequently, at the October 13, 2022 SCRD Board Meeting, the following motion was passed:

Drought Response
Update

It was moved and seconded

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THAT the report titled 2022 Drought Response Update and Financial Implications be received for information;

AND THAT the 2022 Emergency Operations Centre (EOC) – Drought Response be approved for expenditures up to \$550,000 and funded through Regional Water [370] Operating Reserves;

AND THAT the funds approved for the installation and decommissioning of the siphon system at Edwards Lake in the amount of up to \$350,000 be rolled into the 2022 Drought Response and associated funding (\$350,000 + \$200,000 = \$550,000 total);

AND THAT staff work with Emergency Management BC on the potential reimbursement of some of the expenditures associated with the 2022 EOC – Drought Response Activation through the BC Disaster Financial Assistance program;

AND FURTHER THAT the 2022-2026 Financial Plan be amended accordingly.

CARRIED

The purpose of this report is to provide an update on response expenditures incurred to date, estimated future expenditures and commitments, and expected recoveries from Emergency Management BC.

DISCUSSION

The Board has approved up to \$550,000 in incremental expenditures for function [370] Regional Water Service in support of the 2022 Emergency Operations Centre - Drought Response.

Incremental expenditures include all expenses incurred related to response activities with the exception of \$102,867 in regular wages and benefits for Utilities Services staff which are already accounted for in the Regional Water Service operating budget.

Although excluded from the expenditure limit, it is important to note that these wages are attributable to unplanned work that has diverted staff from regular operational activities and projects.

Summary of Expenditures and Commitments

The table below summarizes expenditures incurred to date, estimated future expenditures, and estimated recoveries from Emergency Management BC (EMBC) for key response activities undertaken to date:

| | Emergency Operations Centre | Edwards Lake Siphon Installation & Decommissioning | Church Road Temporary Connection | TOG Emergency Supply | Total |
|--|-----------------------------|--|----------------------------------|----------------------|------------------|
| Incremental Wages & Benefits | \$73,792 | \$11,873 | \$256 | \$882 | \$86,803 |
| Materials, Supplies and Contracted Services | 6,026 | 140,911 | | | 146,937 |
| Total Expenditures Incurred to Date | 79,818 | 152,784 | 256 | 882 | 233,740 |
| Estimated Future Expenditures | 52,400 | 100,220 | 45,000 | 65,000 | 262,620 |
| Total Actual and Estimated Expenditures | 132,218 | 253,004 | 45,256 | 65,882 | 496,360 |
| Less: Estimated EMBC Recovery | (83,750) | (232,006) | (38,000) | (NIL) | (353,756) |
| Net Operating Reserve Funding Requirement | \$48,468 | \$20,998 | \$7,256 | \$65,882 | \$142,604 |

Actual expenditures to date total \$233,740 while estimated future expenditures and commitments total \$262,620. The total estimated expenditures of \$496,360 is within the authorized limit of \$550,000.

Estimated future expenditures are based on estimates included in expense authorizations submitted to EMBC for response activities undertaken or underway. In most cases, these are conservative Class D estimates with adequate contingencies built in.

While the existing expenditure authorization is likely sufficient for these activities and the situation is currently stable, the Emergency Operations Centre remains active, and planning continues for further response activities should they be required.

Examples of such activities that could result in additional expenditures include the installation of a low-flow raw water pump at the Chapman Cheek Water Treatment Plant, the installation and use of a mobile water treatment unit at Gray Creek, and the mass supply and delivery of bottled water.

Financial Implications

The Regional Water operating reserves had a balance of \$709,237 after accounting for the \$550,000 expenditure commitment approved by the Board on October 13, 2022. Only \$142,604 is expected to be required to fund current expenditures and commitments based on estimated recoveries for expenditures deemed eligible by EMBC.

Timeline for Next Steps

Staff continue to work with EMBC and have initiated the claims recovery process for incremental wages and the Edwards Lake siphon installation. The claims process can be lengthy, and as such, recoveries will need to be estimated and accrued for fiscal year end at December 31, 2022.

A detailed update will be provided to Round 2 budget including a final summary of 2022 expenditures, status of claims, and any remaining authorized amounts that will need to be carried forward to 2023.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

The Sunshine Coast Regional District activated an Emergency Operations Centre on September 27, 2022, to ensure additional emergency planning could occur to secure water supply for 22,000 people on the Chapman Water System. The Emergency Operations Centre remains activated in support of the ongoing response efforts.

Expenditures incurred to date total \$233,740 while estimated future expenditures total \$262,620. The total estimated expenditures of \$496,360 is within the authorized limit of \$550,000.

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|--------------|------------------|-------------|------------------|
| Reviewed by: | | | |
| Manager | | CFO | X – T. Perreault |
| GM | X - R. Rosenboom | Legislative | |
| CAO | X – D. McKinley | Other | |