



## Notice of Meeting and Meeting Agenda Capital Regional Hospital District Board

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Wednesday, July 13, 2016

1:30 PM

6th Floor Boardroom

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### 1. APPROVAL OF THE AGENDA

### 2. ADOPTION OF MINUTES

#### 2.1. [16-770](#) Minutes of Hospital District Meetings of June 8 and 29, 2016

**Recommendation:** 1. That the minutes of the meeting of June 8, 2016, be adopted as circulated; and  
2. That the minutes of the special meeting of June 29, 2016, be adopted as circulated.  
(NWA)

**Attachments:** [June 8, 2016, Hospital Board Minutes](#)  
[June 29, 2016, Hospital Board Minutes](#)

### 3. REPORT OF THE CHAIR

### 4. PRESENTATIONS/DELEGATIONS

#### 4.1 Presentations

#### 4.2 Delegations

### 5. REPORTS OF COMMITTEES

#### Executive Committee

#### 1. [16-772](#) Capital Regional Hospital District Assets and Partnerships Scan

**Recommendation:** The Capital Regional Hospital District Executive Committee recommends to the Capital Regional Hospital District Board:

1. That staff be directed to meet with Island Health to determine the health authority's capacity for, and intent to identify, future capital projects for the existing Capital Regional Hospital District (CRHD) asset properties to best serve the healthcare needs of the Capital Region.
2. That staff be directed to initiate the process to sell the CRHD parcel located at 3810 Carey Road.  
(NWA)  
[Please note the Committee recommendation differs from the staff report recommendation.]

**Attachments:** [Staff Report: CRHD Assets and Partnerships Scan](#)  
[Attachment: 2016-2025 CRHD Amended Capital Plan](#)

## Finance Committee

2. [16-768](#) Extension of Contract No. HCPS.2015-11  
Communications Services to the Summit at Quadra Village Project

**Recommendation:** The Finance Committee recommends to the Capital Regional Hospital District Board:  
That staff be directed to extend Contract No. HCPS.2015-11 to Spring 2019 to include the construction and opening phases of the Summit project for an additional cost of \$50,000, bringing the total contract cost to \$100,000.  
(WA)

**Attachments:** [Staff Report: Ext Contract HCPS2015-11 Communications Serv - Summit](#)

## 6. NEW BUSINESS

### 7. MOTION TO CLOSE THE MEETING

- 7.1. [16-805](#) Motion to Close the Meeting

**Recommendation:** That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90 (1) (m) a matter that, under another enactment, is such that the public may be excluded from the meeting  
(NWA)

## 8. ADJOURNMENT

### Voting Key:

**NWA - Non-weighted vote of all Directors**

**NWP - Non-weighted vote of participants (as listed)**

**WA - Weighted vote of all Directors**

**WP - Weighted vote of participants (as listed)**

## Meeting Minutes Capital Regional Hospital District Board

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Wednesday, June 8, 2016

1:30 PM

6th Floor Boardroom

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Present:

Directors: D. Howe (Chair), B. Desjardins (Acting Chair), M. Alto, R. Atwell, D. Blackwell, S. Brice, J. Brownoff, C. Day (C. Hamilton), V. Derman, A. Finall (1:33), L. Helps, M. Hicks, B. Isitt, N. Jensen, R. Kasper, W. McIntyre, C. Plant (1:31), J. Ranns, D. Screech, L. Seaton, K. Williams, R. Windsor and G. Young

Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Technology and Initiatives; K. Lorette, General Manager, Planning and Protective Services; R. Sharma, Acting Chief Financial Officer; C. Culham, Senior Manager, Regional Housing; A. Constabel, Senior Manager, Watershed Protection; A. Orr, Senior Manager, Corporate Communications; S. Santarossa, Manager, Legislative and Corporate Initiatives; B. Reems, Corporate Officer, and S. Norton, Deputy Corporate Officer (Recorder)

Absent: Director S. Price

The meeting was called to order at 1:31 pm.

### 1. APPROVAL OF THE AGENDA

**MOVED** by Director Helps, **SECONDED** by Director Alto,  
That the agenda be approved as circulated.  
**CARRIED**

### 2. ADOPTION OF MINUTES

2.1. [16-685](#) Minutes of Capital Regional Hospital District Meeting of April 13, 2016

Director Plant entered the meeting at 1:31 pm.

**MOVED** by Director Blackwell, **SECONDED** by Director McIntyre,  
That the minutes of the April 13, 2016 meeting be adopted as circulated.  
**CARRIED**

2.2. [16-686](#) Minutes of Capital Regional Hospital District Board Special Meeting of April 20, 2016

**MOVED** by Director Desjardins, **SECONDED** by Director Blackwell,  
That the minutes of April 20, 2016 special meeting be adopted as circulated.  
**CARRIED**

### 3. REPORT OF THE CHAIR - No report.

### 4. PRESENTATIONS/DELEGATIONS

- 4.1. 16-718 Kristina Leach, Microhousing Victoria, re item 7.1

The speaker sent her regrets.

- 4.2. 16-721 Susan Abells, Committee to End Homelessness, re Item 7.1

Director Finall entered the meeting at 1:33 pm.

S. Abells spoke in favour of the recommendation to look at the feasibility of providing space for a temporary micro-living demonstration project at the Mount View site on Carey Road (Item 7.1). She listed some of the gaps in trying to house vulnerable populations, described the concept of micro-housing, and how micro-housing could complement the Housing First Strategy. The delegation provided a written submission, on file at Legislative and Information Services.

## 5. REPORTS OF COMMITTEES

### Finance Committee

- 5.1. [16-651](#) Capital Regional Hospital District 2015 Financial Statements

In response to a question, staff provided information on the large amount of Cash on Hand, and how it will be dispersed.

**MOVED** by Director Derman, **SECONDED** by Director Helps,  
That the 2015 Capital Regional Hospital District Audited Financial Statements be approved.  
**CARRIED**

- 5.2. [16-647](#) 950 Kings and 955 Hillside Agreements for Facility Management and Minor Real Estate Tenures

**MOVED** by Director Helps, **SECONDED** by Director Alto,  
That staff be approved to:

1. Negotiate and execute contracts with a sum of up to \$50,000 per year over the next five years for the operation of properties at 950 Kings Road and 955 Hillside Avenue.
2. Negotiate and execute minor real estate tenures (licenses or permits) for the use of 950 Kings Road and 955 Hillside Avenue for short terms of up to one year and ensure they can be terminated within 30 days.

**CARRIED**

## 6. ADMINISTRATION REPORTS

- 6.1. [16-712](#) Galiano Health Care Society - Non-Traditional Project Funding Request

**MOVED** by Director Derman, **SECONDED** by Director McIntyre,  
That the Capital Regional Hospital District Board approve in principle, the Galiano Health Care Society's funding request of \$150,000 from the Non-Traditional Projects reserve, subject to the Galiano Health and Community Wellness Centre being designated by the Minister of Health as a health facility under Section 49 of the Hospital District Act and, approval of funding in the

amount of \$210,000 from the Canada 150 Community Infrastructure Program.  
CARRIED

**7. MOTION WITH NOTICE**

7.1. [16-684](#) Temporary Use of CRHD Land for MicroLiving Housing Demonstration Project

It was noted that this proposal fits into the type of project that the CRHD Executive Committee will be examining.

**MOVED** by Director Alto, **SECONDED** by Director Helps,  
That the matter be referred to the CRHD Executive Committee to be addressed at its meeting on June 29, 2016.

CARRIED

**8. NEW BUSINESS - None**

**9. ADJOURNMENT**

**MOVED** by Director Plant, **SECONDED** by Director Helps,  
That the meeting be adjourned at 1:43 pm.

CARRIED

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

## Meeting Minutes Capital Regional Hospital District Board

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Wednesday, June 29, 2016

11:00 AM

6th Floor Boardroom

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### Special Meeting

#### PRESENT

DIRECTORS: D. Howe (Chair), B. Desjardins (Vice Chair), M. Alto, R. Atwell, D. Blackwell, S. Brice, J. Brownoff, C. Coleman (for L. Helps), V. Derman, A. Finall (11:04), B. Gramigna (for J. Ranns), C. Hamilton, M. Hicks, N. Jensen, R. Kasper, W. McIntyre, C. Plant (11:04), S. Price, D. Screech, L. Seaton, K. Williams, R. Windsor and G. Young

STAFF: R. Lapham, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; B. Reems, Corporate Officer, and N. More, Committee Clerk (Recorder)

ABSENT: Director B. Isitt

The meeting was called to order at 11:02 a.m.

#### 1. APPROVAL OF THE AGENDA

**MOVED** by Director Hamilton, **SECONDED** by Director Alto,  
That the agenda be approved as circulated.  
**CARRIED**

#### 2. PRESENTATIONS/DELEGATIONS

There were none.

#### 3. SPECIAL MEETING MATTERS

3.1. [16-769](#)

The Summit at Quadra Village Project  
Early Work/Site Preparation  
Award of Contract CRHD.2016-2-001-Excavation

K. Lorette provided highlights of the report. The Committee discussed the destination of the excavated soil.

Directors Plant and Finall entered the meeting at 11:04 a.m.  
Director Hicks recused himself at 11:04 a.m. because of a perceived conflict due to a family connection.

The Board discussed monitoring the destination of the excavated soil.

**MOVED by Director Derman, SECONDED by Director Screech,**  
a) That Contract CRHD.2016-2-001-Excavation for the Summit at Quadra Village Project be awarded to Allterra Construction Ltd. in the amount of \$682,325.00 [excluding GST] and that a project contingency of \$41,000.00 [excluding GST] be approved, and  
b) That the Board Chair and Corporate Officer be authorized to execute the contract.  
**CARRIED**

**4. ADJOURNMENT**

Director Hicks returned to the meeting at 11:06 a.m.

**MOVED by Director Windsor, SECONDED by Director Williams,**  
That the meeting be adjourned at 11:06 a.m.  
**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**

**REPORT TO THE CAPITAL REGIONAL HOSPITAL DISTRICT EXECUTIVE COMMITTEE  
MEETING OF WEDNESDAY, JUNE 29, 2016**

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**SUBJECT**     **Capital Regional Hospital District Assets and Partnerships Scan**

**ISSUE**

To provide an overview of the scan of the Capital Regional Hospital District's (CRHD) assets and partnerships.

**BACKGROUND**

The CRHD, through its legislated powers under the *Hospital District Act*, partners with the Island Health Authority to provide the local taxpayer's share of capital funding to expand, improve, develop and maintain healthcare facilities in the Capital Region. The CRHD has the mandate to acquire and hold land, develop and to borrow funds for healthcare infrastructure. This report provides an overview of the CRHD's current assets and requests for partnerships.

**ASSETS INVENTORY:**

1. *955 Hillside Avenue – The Summit at Quadra Village Residential and Dementia Care*  
The Summit is a 320-bed residential and dementia care facility that has broken ground in June 2016. The CRHD is the owner/developer and Island Health will be the operator. The project replaces beds from Mt. Tolmie Hospital and Oak Bay Lodge, facilities that have reached their end of life. Construction is scheduled to be complete in the spring of 2019.
2. *950 Kings Road*  
Acquired as a strategic land holding for future use, development or sale by the CRHD, the 3.5 acre property at 950 Kings Road is one half of the overall 7 acre former Blanshard School property acquired from School District 61. Presently, this location is partially leased for five years (March 2021) to the Vancouver Career College, operating as CDI College, and the remainder of the site will be used for a project office and a laydown area to support the construction of The Summit project through to 2019.
3. *3816 Carey Road*  
The land was transferred by the CRHD to CRD Land Banking and Housing at a nominal amount, for affordable housing. This property has realized a significant increase in value – the property has an appraised market value of \$2.5M (August 2015 appraisal). The CRD Board and the Capital Region Housing Corporation (CRHC) Board have approved the CRHC making application to the Provincial Investment in Affordable Housing (PIAH) program for funding to build an affordable housing project at this location.
4. *3810 Carey Road*  
The land is held as a strategic land holding for future use, development or sale by the CRHD. The property was zoned for a wide variety of market uses with the intention of the CRHD to sell the property to recoup development costs and invest in future projects. This property has realized a significant increase in value – the property has an appraised market value of \$3.2M (August 2015 appraisal). To realize the maximum value of this property and recover costs to support other CRHD project development, staff recommend this property be sold.



5. *2251 Cadboro Bay Rd - Oak Bay Lodge*

The property was acquired from VIHA for a nominal amount. The buildings on site (Oak Bay Lodge) provides residential care and will be replaced by The Summit. The full transfer of the land to the CRHD will not occur until the completion of The Summit in 2019. A timeline for this project is proposed as follows:

- i. *Initiate a memorandum of understanding (MOU) with Oak Bay Municipality to establish a partnership agreement that defines roles and responsibilities and terms of reference – 2016*
- ii. *Strategic Planning Phase: plan best use of property - 2017*
- iii. *Feasibility Phase – pro forma financial analysis and costing -2017/18*
- iv. *Zoning – 2017/18*
- v. *Project Development/Construction – summer 2019*

**PARTNERSHIPS AND GRANT REQUESTS:**

1. *Broadmead Lodge Society – Nigel House Redevelopment*

As part of the redevelopment of the Nigel Valley in Saanich, Broadmead Care Society (BCS) has an agreement in principle with Island Health to replace the current 26-bed Nigel House and 15-bed Harriet House with a new 41-bed residential complex care home for clients with a complex combination of medical, mental health and behavioural issues that define them as 'hard-to-house'. The BCS initially approached the CRHD in 2012 for \$1M from its Non-Traditional Projects funding program and the project has now advanced to the stage of bringing this request forward to the CRHD Board.

2. *Victoria Hospice Society – Victoria Hospice*

Victoria Hospice Society (VHS) which provides end-of-life care to the Greater Victoria Region, is needing to relocate out of the aging Richmond Pavilion on the Royal Jubilee Hospital site. The VHS has approached the CRHD concerning either a land contribution, funding contribution or other partnership combination, to construct a replacement facility. Staff are in the process of arranging to meet with VHS to better determine the Society's needs and the level of support for this project from Island Health.

3. *Galiano Health Care Centre Project*

The CRHD Board, on June 8, 2016, approved a contribution of \$150,000 Non-Traditional Project (NTP) funding to the Galiano Health Care Society subject to the Galiano Health and Community Wellness Centre being designated as a health facility under the Act, and approval of funding in the amount of \$210,000 from the Canada 150 Community Infrastructure Program.

4. *Pacific Centre Family Services Association*

Pacific Centre Family Services Association (PCFSA) is investing in a new Centre for well-being in the West Shore. The building and campus will be a trauma-informed sanctuary of services. PCFSA has acquired two acres of land which they plan to build 15,000 sq. ft. of office, counselling, and community wellness space. The construction of this new centre is being supported with funds from the sale of another PCFSA building, however as indicated by PCFSA staff, this sale alone will not cover the cost of the whole project. PCFSA has launched a campaign to raise funds through donations and in kind contributions. Funding is being sought from all levels of government, businesses, foundations and the public. The PCFSA had approached the CRHD concerning a funding contribution however no amount was specified. Staff indicated that in order to receive NTP funding the PCFSA must be designated as a health facility under the *Hospital District Act*. In addition, staff also advised that the NTP funding has been suspended and the amount in reserve have been notionally committed.

## **ALTERNATIVES**

That the Capital Regional Hospital District Executive Committee recommend to the Capital Regional Hospital District Board:

1. a) That staff be directed to meet with Island Health to determine the health authority's capacity for, and intent to identify, future capital projects for the existing Capital Regional Hospital District (CRHD) asset properties to best serve the healthcare needs of the Capital Region.
  - b) That CRHD enter into a memorandum of understanding with Oak Bay Municipality to establish a partnership agreement that defines roles and responsibilities and a terms of reference for the Oak Bay Lodge property.
  - c) That staff be directed to initiate the process to sell the CRHD parcel located at 3810 Carey Road.
2. That the report be referred back to staff for more information.

## **IMPLICATIONS**

As identified land assembly and development by the CRHD has advanced projects by allowing Island Health to enter into operating leases with CRHD and other partners and commit operating funding consistent with their health service mandate. The CRHD still has two sites that can be developed in collaboration to meet the growing needs of the region.

Staff are recommending that the CRHD parcel located on 3810 Carey Road be considered for sale. It is noted that the Province recently acquired ownership of the former Central Care Home property from Baptist Housing for \$11.2 million. The CRHD parcel is appropriately zoned and ready for development. Taking into account the current market conditions, it is expected the land parcel would sell for a decent price, and assist in recovering CRHD development costs.

The NTP reserve currently has a balance of \$2.1M. The majority of the NTP reserve has notionally been committed to two projects (Nigel House Redevelopment and Victoria Hospice Society). Staff are working with each group to bring these applications forward. The Pacific Centre Family Services association had recently contacted the CRHD for funding support and were informed about the suspension of the program.

## **CONCLUSION**

The CRHD presently holds five properties that have been acquired to provide long-term strategic operations for healthcare planning in the Capital Region. Two properties from the asset base have planned projects leaving three properties for review of future best use. To facilitate further planning and to identify the best use for these properties to meet the Capital Region's healthcare needs, staff recommend meeting with the Health Authority. Staff also recommend entering into an MOU with Oak Bay Municipality to establish a partnership agreement that defines roles and responsibilities and a terms of reference for the Oak Bay Lodge property.

The CRHD is presently working with three non-profit groups to determine potential projects for grants under the Non-Traditional Project Funding program.

**RECOMMENDATIONS**

That the Capital Regional Hospital District Executive Committee recommend to the Capital Regional Hospital District Board:

1. That staff be directed to meet with Island Health to determine the health authority's capacity for, and intent to identify, future capital projects for the existing Capital Regional Hospital District (CRHD) asset properties to best serve the healthcare needs of the Capital Region.
2. That CRHD enter into a memorandum of understanding with Oak Bay Municipality to establish a partnership agreement that defines roles and responsibilities and a terms of reference for the Oak Bay Lodge property.
3. That staff be directed to initiate the process to sell the CRHD parcel located at 3810 Carey Road.

Submitted by:	Kevin Lorette, P.Eng., MBA, General Manager, Planning and Protective Service
Concurrence:	Rajat Sharma, B.Eng., MBA, CPA, CMA, Acting Chief Financial Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

KL/cln

SUMMARY	Project Total	Remaining Balance	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
			<b>VIHA SHAREABLE PROJECTS - TOTAL PROJECT CASHFLOW</b>									
Acute Hospitals Major Capital Projects (2016 & 2025 revised)	131,450,000	131,450,000	11,395,000	5,815,000	-	714,000	10,495,800	15,249,000	32,374,800	34,261,800	14,779,800	6,364,800
Summit Residential Care Replacement Project - CRD Share	25,193,285	17,886,480	6,115,020	11,771,460	-	-	-	-	-	-	-	-
Summit Residential Care Replacement Proj - Leased Share	61,250,000	61,250,000	-	7,895,920	32,111,430	21,242,650	-	-	-	-	-	-
Future Residential Care Replacement Projects Phase 3	76,500,000	76,500,000	-	-	-	-	-	3,825,000	15,300,000	38,250,000	19,125,000	-
Minor Capital Projects 2010-2012 Outstanding Balance remaining - debt financing	32,426,057	2,679,725	2,679,725	-	-	-	-	-	-	-	-	-
Minor Capital Projects - 2013 CRHD Approved Outstanding Balance remaining - debt financing	4,375,000	2,500,000	1,250,000	1,250,000	-	-	-	-	-	-	-	-
Minor Capital Projects - 2014 CRHD Approved Outstanding Balance remaining - debt financing	4,375,000	4,375,000	2,187,500	2,187,500	-	-	-	-	-	-	-	-
Minor Capital Projects - 2016 VIHA Requested 3 year cashflow	9,375,000	9,375,000	9,375,000	-	-	-	-	-	-	-	-	-
Minor Capital Projects - CRHD Anticipated 2017-2025	84,375,000	84,375,000	-	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000
<b>TOTAL ESTIMATED VALUE OF PROJECTS</b>	<b>429,319,342</b>	<b>390,391,205</b>	<b>33,002,245</b>	<b>38,294,880</b>	<b>41,486,430</b>	<b>31,331,650</b>	<b>19,870,800</b>	<b>28,449,000</b>	<b>57,049,800</b>	<b>81,886,800</b>	<b>43,279,800</b>	<b>15,739,800</b>

CRHD \$ SHARE - TOTAL ESTIMATED ANNUAL CAPITAL CASH FLOW			2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
CRHD Section 20 Equipment Grants - 100% CRHD Share - expensed annually	29,550,000	29,550,000	2,955,000	2,955,000	2,955,000	2,955,000	2,955,000	2,955,000	2,955,000	2,955,000	2,955,000	2,955,000
CRHD land purchase 950 Kings - 100% CRHD Share - debt servicing 15 yr amortization (moved from 2015 to 2016)	5,850,000	5,850,000	5,850,000	-	-	-	-	-	-	-	-	-
Non-Traditional Projects Grants - 100% CRHD Share - expensed annually	1,000,000	1,000,000	-	-	-	-	-	-	-	-	-	1,000,000
Acute Hospitals Major Capital Projects - 30% CRHD Share for unapproved projects (except 40% UDMD project) - debt financing	39,435,000	40,466,000	3,934,000	2,260,000	-	214,200	3,148,740	4,574,700	9,712,440	10,278,540	4,433,940	1,909,440
Summit Residential Care Replacement Project - 30% CRHD Share - debt financing 15 yr amortization	25,193,285	17,886,480	6,115,020	11,771,460	-	-	-	-	-	-	-	-
Summit Residential Care Replacement Project - 70% Leased Share - debt financing 25 yr amortization with offsetting lease payments	61,250,000	61,250,000	-	7,895,920	32,111,430	21,242,650	-	-	-	-	-	-
Future Residential Care Replacement Projects Phase 3 - 30% CRHD Share - debt financing	22,950,000	22,950,000	-	-	-	-	-	1,147,500	4,590,000	11,475,000	5,737,500	-
Minor Capital Projects 2010-2012 - 40% CRHD Share - debt financing	12,970,423	1,071,890	1,071,890	-	-	-	-	-	-	-	-	-
Minor Capital Projects 2013 VIHA Requested - 40% CRHD Share - 2M converted to cash requisition & 1.75M debt financing	1,750,000	1,000,000	500,000	500,000	-	-	-	-	-	-	-	-
Minor Capital Projects 2014 VIHA Requested - 40% CRHD Share - 2M converted to cash requisition & 1.75M debt financing	1,750,000	1,750,000	875,000	875,000	-	-	-	-	-	-	-	-
Minor Capital Projects 2016 VIHA Requested - 40% CRHD Share - 3.75M converted to cash requisition	3,750,000	3,750,000	3,750,000	-	-	-	-	-	-	-	-	-
Minor Capital Projects 2017-2025 Anticipated - 40% CRHD Share - cash requisition	33,750,000	33,750,000	-	3,750,000	3,750,000	3,750,000	3,750,000	3,750,000	3,750,000	3,750,000	3,750,000	3,750,000
<b>CRHD TOTAL ESTIMATED ANNUAL CAPITAL CASH FLOW</b>	<b>239,198,708</b>	<b>220,274,370</b>	<b>25,050,910</b>	<b>30,007,380</b>	<b>38,816,430</b>	<b>28,161,850</b>	<b>9,853,740</b>	<b>12,427,200</b>	<b>21,007,440</b>	<b>28,458,540</b>	<b>16,876,440</b>	<b>9,614,440</b>

**General Notes:**

- 1) Cash flow figures represent anticipated maximum requirements if all listed projects proceed as shown
- 2) Projections are based primarily on the most recent information from VIHA
- 3) 2013-2016 Minor Capital annual 3.75M converted to expensed cash instead of debt financing
- 4) Definitions of Project Status -
  - a) VIHA Approved: projects that VIHA will request for CRHD Capital Bylaws in 2016
  - b) VIHA Planned: projects VIHA intends to develop in 2-4 years subject to further service and/or facilities planning
  - c) CRHD Anticipated: projects CRHD has identified as a priority in the 4-10 year range

						2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
ACUTE AND REHAB HOSPITALS	Project Status	CBL#	Debt Term	Project Total	Remaining Balance											
<b>ROYAL JUBILEE HOSPITAL</b>																
<b>Major projects</b>																
Boiler Plant Replacement	VIHA Approved	163	5	4,700,000	4,700,000	4,700,000										
Unit Dose Medication Distribution Hub (UDMD)	VIHA Approved	168	10	10,310,000	10,310,000	5,155,000	5,155,000									
Automated Medication Dispensing Units	VIHA Planned		10	4,980,000	4,980,000	-	-	-	-	-	1,245,000	1,245,000	1,245,000	1,245,000		
Multidisciplinary Pain Clinic	VIHA Planned		5	2,500,000	2,500,000	-	-	-	-	125,000	1,750,000	625,000				
Routine Capital Investment project(s)	CRHD Anticipated		15	18,120,000	18,120,000	-	-	-	-	-	-	5,000,000	5,000,000	5,000,000	3,120,000	
<b>Royal Jubilee Hospital Total</b>				<b>40,610,000</b>	<b>40,610,000</b>	<b>9,855,000</b>	<b>5,155,000</b>	<b>-</b>	<b>-</b>	<b>125,000</b>	<b>2,995,000</b>	<b>6,870,000</b>	<b>6,245,000</b>	<b>6,245,000</b>	<b>3,120,000</b>	
<b>VICTORIA GENERAL HOSPITAL</b>																
<b>Major projects</b>																
Endoscopy Unit Renovation	VIHA Approved	165	5	2,200,000	2,200,000	1,540,000	660,000									
Automated Medication Dispensing Units	VIHA Planned		10	4,980,000	4,980,000	-	-	-	-	-	1,245,000	1,245,000	1,245,000	1,245,000	-	
Energy Centre Replacement	VIHA Planned		15	14,000,000	14,000,000	-	-	-	700,000	9,800,000	3,500,000					
Medical Device Reprocessing Dept Upgrade	VIHA Planned		5	3,300,000	3,300,000	-	-	-	-	165,000	2,310,000	825,000				
Child Youth & Family Services Redevelopment	VIHA Planned		15	42,000,000	42,000,000	-	-	-	-	-	2,100,000	16,800,000	21,100,000	2,000,000	-	
Routine Capital Investment project(s)	CRHD Anticipated		15	18,120,000	18,120,000	-	-	-	-	-	-	5,000,000	5,000,000	5,000,000	3,120,000	
<b>Victoria General Hospital Total</b>				<b>84,600,000</b>	<b>84,600,000</b>	<b>1,540,000</b>	<b>660,000</b>	<b>-</b>	<b>700,000</b>	<b>9,965,000</b>	<b>9,155,000</b>	<b>23,870,000</b>	<b>27,345,000</b>	<b>8,245,000</b>	<b>3,120,000</b>	
<b>SAANICH PENINSULA HOSPITAL</b>																
<b>Major projects</b>																
						-	-	-	-	-	-	-	-	-	-	
<b>Saanich Peninsula Hospital Total</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>LADY MINTO HOSPITAL</b>																
<b>Major projects</b>																
Emergency, Lab, Diagnostic Imaging Reno	VIHA Planned		5	4,000,000	4,000,000	-	-	-	-	200,000	2,800,000	1,000,000				
<b>Lady Minto Hospital Total</b>				<b>4,000,000</b>	<b>4,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>2,800,000</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>QUEEN ALEXANDRA HOSPITAL</b>																
<b>Major projects</b>																
						-	-	-	-	-	-	-	-	-	-	
<b>Queen Alexandra Hospital Total</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>VIHA - SOUTH ISLAND INITIATIVES</b>																
<b>Major projects</b>																
<b>VIHA South Area Initiatives</b>						-	-	-	-	-	-	-	-	-	-	
<b>Acute &amp; Rehab Hospitals Sub -Total</b>				<b>129,210,000</b>	<b>129,210,000</b>	<b>11,395,000</b>	<b>5,815,000</b>	<b>-</b>	<b>700,000</b>	<b>10,290,000</b>	<b>14,950,000</b>	<b>31,740,000</b>	<b>33,590,000</b>	<b>14,490,000</b>	<b>6,240,000</b>	
Inflation ( 2% ) excluding approved/pending Capital Bylaws				2,240,000	2,240,000	-	-	-	14,000	205,800	299,000	634,800	671,800	289,800	124,800	
<b>Acute Hospitals Major Capital Projects Annual Capital Cash Flow</b>				<b>131,450,000</b>	<b>131,450,000</b>	<b>11,395,000</b>	<b>5,815,000</b>	<b>-</b>	<b>714,000</b>	<b>10,495,800</b>	<b>15,249,000</b>	<b>32,374,800</b>	<b>34,261,800</b>	<b>14,779,800</b>	<b>6,364,800</b>	
<b>CRHD Share 30% Unapproved Acute &amp; Rehab Cost exception 40% UDMD project</b>				<b>39,435,000</b>	<b>40,466,000</b>	<b>3,934,000</b>	<b>2,260,000</b>	<b>-</b>	<b>214,200</b>	<b>3,148,740</b>	<b>4,574,700</b>	<b>9,712,440</b>	<b>10,278,540</b>	<b>4,433,940</b>	<b>1,909,440</b>	

						2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
OTHER CAPITAL PROJECTS	Project Status	CBL#	Debt Term	Project Total	Remaining Balance										
<b>CRD Projects</b>															
Summit Residential Care Replacement 320 beds	CRHD Share	160	15	25,193,285	17,886,480	6,115,020	11,771,460	-	-						
Summit Residential Care Replacement 320 beds	Leased Share	160	25	61,250,000	61,250,000	-	7,895,920	32,111,430	21,242,650						
				86,443,285	79,136,480										
Residential Care Upgrade & Replacement Projects Phase 3	VIHA Planned		15	75,000,000	75,000,000	-	-	-	-	-	3,750,000	15,000,000	37,500,000	18,750,000	
<b>Other Capital Projects Sub-total</b>				<b>161,443,285</b>	<b>154,136,480</b>	<b>6,115,020</b>	<b>19,667,380</b>	<b>32,111,430</b>	<b>21,242,650</b>	<b>-</b>	<b>3,750,000</b>	<b>15,000,000</b>	<b>37,500,000</b>	<b>18,750,000</b>	<b>-</b>
Inflation ( 2% ) excluding approved Capital Bylaws				1,500,000	1,500,000	-	-	-	-	-	75,000	300,000	750,000	375,000	-
<b>Other Capital Projects Annual Capital Cash Flow</b>				<b>162,943,285</b>	<b>155,636,480</b>	<b>6,115,020</b>	<b>19,667,380</b>	<b>32,111,430</b>	<b>21,242,650</b>	<b>-</b>	<b>3,825,000</b>	<b>15,300,000</b>	<b>38,250,000</b>	<b>19,125,000</b>	<b>-</b>
<b>CRHD Share Other Capital Projects Total</b>				<b>109,393,285</b>	<b>102,086,480</b>	<b>6,115,020</b>	<b>19,667,380</b>	<b>32,111,430</b>	<b>21,242,650</b>	<b>-</b>	<b>1,147,500</b>	<b>4,590,000</b>	<b>11,475,000</b>	<b>5,737,500</b>	<b>-</b>
<b>MINOR CAPITAL PROJECTS</b>															
<b>Various VIHA Hospitals</b>															
Minor Capital Projects 2010 - 40% CRHD Share	CRHD Approved	152	10	11,109,999	300,000	300,000									
Minor Capital Projects 2011 - 40% CRHD Share	CRHD Approved	156	10	11,941,058	1,000,000	1,000,000									
Minor Capital Projects 2012 - 40% CRHD Share	CRHD Approved	157	10	9,375,000	1,379,725	1,379,725									
Minor Capital Projects 2013 - 40% CRHD Share (2M expensed & 1.75M debt financing by CBL158)	CRHD Approved	158	5	4,375,000	2,500,000	1,250,000	1,250,000								
Minor Capital Projects 2014 - 40% CRHD Share (2M expensed & 1.75M debt financing by CBL161)	CRHD Approved	161	5	4,375,000	4,375,000	2,187,500	2,187,500								
Minor Capital Projects 2016 - 40% CRHD Share (3.75M expensed)	VIHA Requested	Cash	N/A	9,375,000	9,375,000	9,375,000									
Minor Capital Projects 2017-2025 40% CRHD Share (3.75M expensed)	CRHD Anticipated	Cash	N/A	84,375,000	84,375,000	-	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000	9,375,000
<b>MCP Projects Sub-total</b>				<b>134,926,057</b>	<b>103,304,725</b>	<b>15,492,225</b>	<b>12,812,500</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>
Inflation ( 0% ) excluding approved Capital Bylaws				-	-	-	-	-	-	-	-	-	-	-	-
<b>MCP Projects Annual Capital Cash Flow</b>				<b>134,926,057</b>	<b>103,304,725</b>	<b>15,492,225</b>	<b>12,812,500</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>	<b>9,375,000</b>
<b>CRHD 40% share of MCP Projects Total</b>				<b>53,970,423</b>	<b>41,321,890</b>	<b>6,196,890</b>	<b>5,125,000</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</b>

**REPORT TO THE FINANCE COMMITTEE  
MEETING OF WEDNESDAY, JULY 6, 2016**

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**SUBJECT**     **Extension of Contract No. HCPS.2015-11  
Communications Services to the Summit at Quadra Village Project**

**ISSUE**

Capital Regional Hospital District (CRHD) Board approval is required to extend Contract No. HCPS.2015-11 to include communications service for the construction and completion phases of the Summit at Quadra Village residential and dementia care project.

**BACKGROUND**

On October 14, 2015, the CRHD Board approved a motion to award Contract No. HCPS.2015-11 to Acumen Communications Group for the provision of communications services to the Summit at Quadra Village residential care project (the Summit) during the design phase of the project. The total contract value was \$50,000.

The emphasis of the contract during this phase was to establish communication strategies that kept residents engaged in, and informed about, the design of this major capital project in their community. During the design phase, the consultant undertook the development and implementation of a project Communications Strategy that included; stakeholder analysis and liaison, key message development, creation of a project specific website, three public design workshops, two online engagement surveys, and ongoing liaison, engagement and issues management with the community and with project stakeholders.

The expiration of the contract was set to coincide with the commencement of the construction of the Summit project; however, an option to extend the contract through the construction and opening phases of the Summit exists and a decision to extend the contract is required.

**ALTERNATIVES**

That the Finance Committee recommend to the Capital Regional Hospital District Board:

1. That staff be directed to extend Contract No. HCPS.2015-11 to Spring 2019 to include the construction and opening phases of the Summit project for an additional cost of \$50,000, bringing the total contract cost to \$100,000.
2. That Contract No. HCPS.2015-11 not be extended and that the work be tendered for approval by the Capital Regional Hospital District Board.

**FINANCIAL IMPLICATIONS**

The project budget for the Summit includes a provision for communications services for the Summit project which accommodates this request. The value of the contract extension for the construction and opening phases of the project is \$50,000 which would establish a total contract value of \$100,000.

It was expected that the communications services for the Summit project would have a greater focus up front in the early design phases of the project and it is recognized that although there will be less communication services as the project progresses, these services are still required as there will be an ongoing need for period communications to the community as construction progresses.

**CONCLUSION**

Contract No. HCPS.2015-11 is set to expire at the end of the design development phase of the Summit project. The contract includes an option to extend through the construction and opening phases of the project with a completion date in Spring 2019. The current consultant has provided extensive communications services to the Project and to the surrounding community, resolving a number of potentially contentious issues by being proactive and by establishing positive relationships and trust within the community. Acumen Communications Group has the expertise and project knowledge to continue with the required work and therefore, an extension of Contract HCPS.2015-11, for an additional cost of \$50,000, is recommended bringing the contract total to \$100,000.

**RECOMMENDATION**

That the Finance Committee recommends to the Capital Regional Hospital District Board:

That staff be direct to extend Contract No. HCPS.2015-11 to Spring 2019 to include the construction and opening phases of the Summit project for an additional cost of \$50,000, bringing the total contract cost to \$100,000.

Submitted by:	Kevin Lorette, P.Eng., MBA, General Manager Planning and Protective Services
Concurrence:	Rajat Sharma, B.Eng., MBA, CPA, CMA, Acting Chief Financial Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

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