



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

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Wednesday, October 11, 2023

1:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

### 1. TERRITORIAL ACKNOWLEDGEMENT

### 2. APPROVAL OF THE AGENDA

### 3. ADOPTION OF MINUTES

#### 3.1. [23-724](#) Minutes of the September 13, 2023 Capital Regional Hospital District Board

**Recommendation:** That the minutes of the Capital Regional Hospital District Board meeting of September 13, 2023 be adopted as circulated.

**Attachments:** [Minutes - September 13, 2023](#)

### 4. REPORT OF THE CHAIR

### 5. PRESENTATIONS/DELEGATIONS

*The public are welcome to attend CRD Board meetings in-person.*

*Delegations will have the option to participate electronically. Please complete the online application at [www.crd.bc.ca/address](http://www.crd.bc.ca/address) no later than 4:30 pm two days before the meeting and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the CRD Board at [crdboard@crd.bc.ca](mailto:crdboard@crd.bc.ca).*

### 6. CONSENT AGENDA

### 7. ADMINISTRATION REPORTS

### 8. REPORTS OF COMMITTEES

8.1. [23-689](#) Relocation of the Mental Health and Substance Use Assertive  
Community Treatment Teams - Approval of a Capital Bylaw

- Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional Hospital District Board:
1. That Capital Regional Hospital District (CRHD) funding in the amount of \$600,000 be approved for the Relocation of the Mental Health and Substance Use Assertive Community Treatment Teams;  
(WA)
  - 2) That CRHD Bylaw No. 418, "Capital Regional Hospital District Capital Bylaw No. 188, 2023", be introduced and read a first, second, and third time; and  
(WA)
  - 3) That CRHD Bylaw No. 418 be adopted.  
(WA, 2/3 on adoption)

- Attachments:** [Staff Report: Relocation MHSUACT Teams-Capital Bylaw Approval](#)  
[Appendix A: CRHD Bylaw No. 418](#)

9. NOTICE(S) OF MOTION

10. NEW BUSINESS

11. 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, September 13, 2023

1:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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#### PRESENT

DIRECTORS: K. Murdoch (Chair), C. McNeil-Smith (Acting Chair), M. Alto, P. Brent, S. Brice, J. Brownoff, J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson, G. Holman, P. Jones, D. Kobayashi, M. Little, D. Murdock (1:07 pm), C. Plant, L. Szpak, M. Tait, D. Thompson (EP), S. Tobias, A. Wickheim, K. Williams, R. Windsor (EP)

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; M. Barnes, Senior Manager, Health and Capital Planning Strategies; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

The meeting was called to order at 1:06 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Tait, **SECONDED** by Director Plant,  
That the agenda for the September 13, 2023 Session of the Capital Regional Hospital District Board be approved.  
**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. [23-626](#) Minutes of the June 14, 2023 Capital Regional Hospital District Board

**MOVED** by Director Tait, **SECONDED** by Director Plant,  
That the minutes of the Capital Regional Hospital District Board meeting of June 14, 2023 be adopted as circulated.  
**CARRIED**

#### 4. REPORT OF THE CHAIR

The Chair welcomed everyone to the meeting.

## 5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

## 6. CONSENT AGENDA

There were no consent agenda items.

## 7. ADMINISTRATION REPORTS

There were no administration reports.

## 8. REPORTS OF COMMITTEES

### 8.1. [23-618](#) Victoria General Hospital Medical Device Reprocessing Department Expansion - Approval of a Capital Bylaw

Discussion ensued regarding the scope of work of project.

**Director Murdock joined the meeting in person at 1:07 pm.**

**MOVED by Director Tait, SECONDED by Director Plant,  
a) That Capital Regional Hospital District (CRHD) funding in the amount of \$1,272,000 be approved for the Victoria General Hospital Medical Device Reprocessing Department Expansion.  
CARRIED**

**MOVED by Director Tait, SECONDED by Director Plant,  
b) That CRHD Bylaw No. 419, "Capital Regional Hospital District Capital Bylaw No. 189, 2023" be introduced and read a first, second, and third time.  
CARRIED**

**MOVED by Director Tait, SECONDED by Director Plant,  
c) That CRHD Bylaw No. 419 be adopted.  
CARRIED**

## 9. NOTICE(S) OF MOTION

There were no notice(s) of motion.

## 10. NEW BUSINESS

There was no new business.

## 11. ADJOURNMENT

**MOVED by Director Tait, SECONDED by Director Plant,  
That the September 13, 2023 Capital Regional Hospital District Board meeting be adjourned at 1:08 pm.  
CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**

**REPORT TO HOSPITALS AND HOUSING COMMITTEE  
MEETING OF WEDNESDAY, OCTOBER 04, 2023**

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**SUBJECT**      **Relocation of the Mental Health and Substance Use Assertive Community Treatment Teams – Approval of a Capital Bylaw**

**ISSUE SUMMARY**

Approval of a Capital Regional Hospital District Bylaw (CRHD) \$600,000 Capital Expenditure and Borrowing Bylaw is required for Island Health to proceed with the \$2,000,000 Mental Health and Substance Use Assertive Community Treatment (ACT) Team’s relocation to the Eric Martin Pavilion at the Royal Jubilee Hospital.

**BACKGROUND**

ACT is a mental health program that focuses on individual clients and their recovery. ACT serves clients with serious mental illnesses that are complex and who have very significant functional impairments. Services are delivered by a group of mental health staff from a variety of disciplines, who work as a team and provide the majority of treatment services. The program facilitates community living, psychosocial rehabilitation, and recovery for persons who have the most serious mental illnesses.

The ACT teams are currently providing services from a location in Victoria which has some challenges and relocating the ACT teams will enable the recovery program to provide their services to their clients in a more appropriate location in alignment with best practices.

Capital costs incurred will go toward retention of consulting services to undertake design development (architectural, mechanical, electrical), tender for construction services, demolition, and renovations.

**ALTERNATIVES**

*Alternative 1*

The Hospitals and Housing Committee recommends to the Capital Regional Hospital District Board:

- 1) That Capital Regional Hospital District (CRHD) funding in the amount of \$600,000 be approved for the Relocation of the Mental Health and Substance Use Assertive Community Treatment Teams;
- 2) That CRHD Bylaw No. 418, “Capital Regional Hospital District Capital Bylaw No. 188, 2023”, be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 418 be adopted.

*Alternative 2*

The Hospitals and Housing Committee recommends to the Capital Regional Hospital District Board:

That the Relocation of the Mental Health and Substance Use Assertive Community Treatment Teams – Approval of a Capital Bylaw staff report be referred back to staff for additional information.

**IMPLICATIONS**

*Financial Implications*

The Mental Health and Substance Use ACT Teams relocation project has been included in the CRHD 10-Year Capital Plan since 2022 as a potential partnership between the CRHD and Island Health. Island Health will provide \$1,400,000 (70%) and CRHD \$600,000 (30%), for a total project cost of \$2,000,000.

The total project budget and CRHD share are reflected in the amended 2023-2032 CRHD 10-Year Capital Plan that was approved by the CRHD Board on March 15, 2023. The project costs will be cash flowed over years 2023-2025 and the CRHD share of \$600,000 will be debt serviced through the Municipal Finance Authority. The cost of debt servicing for the CRHD contribution has been included in the 2023 Board Approved Financial Plan based on cash flow projections provided by Island Health.

In order to fulfill the CRHD’s commitment to the Mental Health and Substance Use ACT Teams relocation project, a Capital Expenditure and Borrowing Bylaw must be approved as is presented in Appendix A.

**CONCLUSION**

Approval of a CRHD Capital Expenditure and Borrowing Bylaw is required to proceed with the Mental Health and Substance Use ACT Teams relocation project. This capital project will help ensure Island Health is able to provide quality health care services for the capital region.

**RECOMMENDATION**

The Hospitals and Housing Committee recommends to the Capital Regional Hospital District Board:

- 1) That Capital Regional Hospital District (CRHD) funding in the amount of \$600,000 be approved for the Relocation of the Mental Health and Substance Use Assertive Community Treatment Teams;
- 2) That CRHD Bylaw No. 418, “Capital Regional Hospital District Capital Bylaw No. 188, 2023”, be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 418 be adopted.

Submitted by:	Michael Barnes, MPP, Senior Manager, Health & Capital Planning Strategies
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**ATTACHMENT**

Appendix A: CRHD Bylaw No. 418, “Capital Regional Hospital District Capital Bylaw No. 188, 2023”

**CAPITAL REGIONAL HOSPITAL DISTRICT BYLAW NO. 418**

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**CAPITAL REGIONAL HOSPITAL DISTRICT CAPITAL BYLAW NO. 188, 2023**

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WHEREAS the Board of the Capital Regional Hospital District proposes to borrow and expend money for the capital expenditures described in Schedule "A" attached hereto and forming an integral part of this Bylaw;

And whereas those capital expenditures have received the approval required under Section 23 of the *Hospital District Act*;

Now therefore the Board of the Capital Regional Hospital District enacts the following capital expenditure and borrowing bylaw as required by Sections 32 and 33 of the *Hospital District Act*.

1. The Board hereby authorizes and approves the borrowing and expenditure of money necessary to complete the capital expenditures as described in Schedule "A" attached.
2. The Board authorizes and approves the borrowing of a net sum not exceeding \$600,000 upon the credit of the District by the issuance and sale of securities in a form and a manner agreed to by the Municipal Finance Authority of British Columbia. The term of the securities and the repayment of the principal and interest shall be over a term not to exceed FIVE years.
3. To meet the payments of principal and interest during the term of the securities, there shall be included in the estimates of the Regional Hospital District each year, the respective amounts of principal and interest falling due in that year.
4. The Board hereby delegates the necessary authority to the Treasurer of the Capital Regional Hospital District to settle the terms and conditions of the borrowing and to undertake such temporary borrowing as is necessary to provide funding in advance of the receipt of funds from the Municipal Finance Authority of British Columbia.
5. This Bylaw may be cited for all intents and purposes as the "Capital Regional Hospital District Capital Bylaw No. 188, 2023".

READ A FIRST TIME THIS	DAY OF	, 2023
READ A SECOND TIME THIS	DAY OF	, 2023
READ A THIRD TIME THIS	DAY OF	, 2023
ADOPTED THIS	DAY OF	, 2023

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer



**SCHEDULE "A"**

**Bylaw No. 418**

**CAPITAL REGIONAL HOSPITAL DISTRICT**

**CAPITAL BYLAW NO. 188, 2023**

<b>Name of Facility</b>	<b>Project or Equipment Description</b>	<b>Project Number</b>	<b>Amount Covered by CRHD Bylaw</b>	<b>Amount Covered by Province and Island Health</b>	<b>Amount Covered by Hospital Foundation or Other</b>	<b>Total Project or Equipment Cost</b>
Royal Jubilee Hospital	Relocation Mental Health and Substance Use ACT Teams	C-188-01	\$600,000	\$1,400,000	\$0.00	\$2,000,000
		<b>Total</b>	<b>\$600,000</b>	<b>\$1,400,000</b>	<b>\$0.00</b>	<b>\$2,000,000</b>