



Notice of Meeting and Meeting Agenda Capital Regional Hospital District Board

Wednesday, February 14, 2024

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

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. [24-168](#) Minutes of the January 10, 2024 Capital Regional Hospital District Board

Recommendation: That the minutes of the Capital Regional Hospital District Board meeting of January 10, 2024 be adopted as circulated.

Attachments: [Minutes - January 10, 2024](#)

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 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.

6. CONSENT AGENDA

7. ADMINISTRATION REPORTS

8. REPORTS OF COMMITTEES

8.1. [24-094](#) Magnetic Resonance Imaging Scanner Replacement at the Victoria General and Royal Jubilee Hospitals - Approval of Capital Bylaw No. 422

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

- 1) That the Capital Regional Hospital District (CRHD) funding in the amount of \$600,000 be approved for Magnetic Resonance Imaging Scanner Replacement at the Victoria General and Royal Jubilee hospitals;
(WA)
- 2) That CRHD Bylaw No. 422, "Capital Regional Hospital District Capital Bylaw No. 192, 2024" be introduced and read a first, second, and third time; and
(WA)
- 3) That CRHD Bylaw No. 422 be adopted.
(WA, 2/3rds on adoption)

Attachments: [Staff Report: MRI Scanner Replace't-Approval Cap. BL422](#)
[Appendix A: CRHD Bylaw No. 422](#)

8.2. [24-095](#) Elevator Refurbishment at the Victoria General Hospital - Approval of Capital Bylaw No. 423

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 \$616,715 be approved for Elevator Refurbishment at the Victoria General Hospital;
(WA)
- 2) That CRHD Bylaw No. 423, "Capital Regional Hospital District Capital Bylaw No.193, 2024" be introduced and read a first, second, and third time; and
(WA)
- 3) That CRHD Bylaw No. 423 be adopted.
(WA, 2/3rds on adoption)

Attachments: [Staff Report: Elevator Refurbish VGH-Approval Cap. BL423](#)
[Appendix A: CRHD Bylaw No. 423](#)

9. BYLAWS

10. NOTICE(S) OF MOTION

11. NEW BUSINESS

12. 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

Wednesday, January 10, 2024

1:05 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

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 (EP), G. Holman, P. Jones, D. Kobayashi, M. Little, D. Murdock, C. Plant, S. Riddell (for R. Windsor), K. Roessingh (for K. Williams), L. Szpak, M. Tait, D. Thompson, S. Tobias, A. Wickheim

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Administrative 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; A. Orr, Senior Manager, Corporate Communications; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Guests: L. Lee, Lead Audit Engagement Partner, KPMG; S. Burden, Auditor, KPMG; C. Rice-Gural, Auditor, KPMG

Regrets: Directors Williams, Windsor

The meeting was called to order at 1:37 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Desjardins, **SECONDED** by Director McNeil-Smith,
That the agenda for the January 10, 2024 Session of the Capital Regional Hospital District Board be approved.

CARRIED

3. ADOPTION OF MINUTES

3.1. [24-039](#) Minutes of the December 13, 2023 Capital Regional Hospital District Board

MOVED by Director Desjardins, **SECONDED** by Director McNeil-Smith,
That the minutes of the Capital Regional Hospital District Board meeting of December 13, 2023 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

- 5.1.1. [24-038](#) Presentation: CRHD 2023 Audit Planning, Lenora Lee, Lead Audit Engagement Partner, KPMG (Verbal)

L. Lee presented the 2023 Audit Planning Presentation.

Discussion ensued regarding internal auditing of tangible capital assets.

6. CONSENT AGENDA

There were no consent agenda items.

7. ADMINISTRATION REPORTS

- 7.1. [23-979](#) Capital Regional Hospital District 2023 Audit Planning Discussion

MOVED by Director Caradonna, **SECONDED** by Director Plant,
That the Capital Regional Hospital District 2023 Audit Plan developed by KPMG
be approved.
CARRIED

8. REPORTS OF COMMITTEES

There were no reports of committees.

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 de Vries, **SECONDED** by Director Desjardins,
That the January 10, 2024 Capital Regional Hospital District Board meeting be
adjourned at 1:43 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 07, 2024**

SUBJECT **Magnetic Resonance Imaging Scanner Replacement at the Victoria General and Royal Jubilee hospitals - Approval of Capital Bylaw No. 422**

ISSUE SUMMARY

Approval of a Capital Regional Hospital District (CRHD) \$600,000 Capital Expenditure and Borrowing Bylaw is required for Island Health to proceed with the \$5,877,000 Magnetic Resonance Imaging (MRI) Replacements at the Victoria General Hospital (VGH) and Royal Jubilee Hospital (RJH).

BACKGROUND

Originally two separate capital projects in the 2023 and 2024 Capital Plan, Island Health is now able to combine the replacement of three MRIs at VGH and RJH that have reached the end of their useful life for the cost of a single MRI scanner replacement. This can be achieved by utilizing a new “facelift” technology where the magnet is kept in place, but other components are replaced. This technology, a more cost-effective option over separate MRI scanner replacement, reduces construction time, and does not compromise South Island MRI volumes and/or waitlist times. The useful life of the MRI scanners will be extended by 10-12 years, this option aligns with green initiatives and ideals (helium re-purpose and magnet re-use).

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 Magnetic Resonance Imaging Scanner Replacement at the Victoria General and Royal Jubilee hospitals;
- 2) That CRHD Bylaw No. 422, “Capital Regional Hospital District Capital Bylaw No.192, 2024” be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 422 be adopted.

Alternative 2

That this report be referred back to staff for additional information based on Hospitals and Housing Committee direction.

IMPLICATIONS

Financial Implications

Projects for the replacement of MRIs at VGH and RJH have been in the CRHD 10-Year Capital Plan since 2023. In prior years, the projects were presented and cash flowed separately but have been combined into one project in 2024.

Hospitals and Housing Committee – February 7, 2024
Magnetic Resonance Imaging Scanner Replacement at the Victoria General and Royal Jubilee hospitals - Approval of Capital Bylaw No. 422 **2**

The CRHD and Island Health share of the project budget are reflected in the 2024-2033 CRHD 10-Year Capital Plan that was approved by the CRHD Board on October 25, 2023. The total project cost is \$5,877,000. CRHD will cost share 30% (\$600,000) of \$2,000,000 with Island Health and the balance of \$3,877,000 will be contributed by the Hospital Foundation. The project costs will occur in 2024 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 2024 Board Approved Financial Plan based on cash flow projections provided by Island Health.

CONCLUSION

Approval of a CRHD Capital Expenditure and Borrowing Bylaw is required to proceed with MRI Scanner Replacements at VGH and RJH. 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 the Capital Regional Hospital District (CRHD) funding in the amount of \$600,000 be approved for Magnetic Resonance Imaging Scanner Replacement at the Victoria General and Royal Jubilee hospitals;
- 2) That CRHD Bylaw No. 422, “Capital Regional Hospital District Capital Bylaw No. 192, 2024” be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 422 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. 422, “Capital Regional Hospital District Capital Bylaw No. 192, 2024”

CAPITAL REGIONAL HOSPITAL DISTRICT BYLAW NO. 422

CAPITAL REGIONAL HOSPITAL DISTRICT CAPITAL BYLAW NO. 192, 2024

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 thirty 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. 192, 2024".

READ A FIRST TIME THIS	DAY OF	, 2024
READ A SECOND TIME THIS	DAY OF	, 2024
READ A THIRD TIME THIS	DAY OF	, 2024
ADOPTED THIS	DAY OF	, 2024

Chair

Corporate Officer

SCHEDULE "A"

Bylaw No. 422

CAPITAL REGIONAL HOSPITAL DISTRICT

CAPITAL BYLAW NO. 192, 2024

Name of Facility	Project or Equipment Description	Project Number	Amount Covered by CRHD Bylaw	Amount Covered by Province and Island Health	Amount Covered by Foundation	Total Project or Equipment Cost
Victoria General Hospital and Royal Jubilee Hospital	MRI Scanner Replacement	C-192-01	\$600,000	\$1,400,000	\$3,877,000	\$5,877,000
		Total	\$600,000	\$1,400,000	\$3,877,000	\$5,877,000

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 07, 2024**

SUBJECT **Elevator Refurbishment at the Victoria General Hospital – Approval of Capital Bylaw No. 423**

ISSUE SUMMARY

Approval of a Capital Regional Hospital District (CRHD) \$616,715 Capital Expenditure and Borrowing Bylaw is required for Island Health to proceed with the \$2,055,718 Elevator Refurbishment at the Victoria General Hospital (VGH).

BACKGROUND

Island Health retained an Elevator Consultant to review the condition of the elevators at the VGH and provide recommendations on work that needs to be completed. The elevators at the hospital were originally installed in 1983 and modernized in 2006. Based on the age and condition of the equipment, refurbishment of the elevators is recommended. The project will address safety and code compliance, reliability, and performance, simplify use of the elevator system, and associated mechanical and electrical work.

Resources will be utilized for retention of engineering consulting services to undertake design development, tender for construction services, manufacture equipment, installation and refurbish elevators.

A bylaw authorizing CRHD’s capital contribution of \$616,715, which is 30% of \$2,055,718 is shown in Appendix A.

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 \$616,715 be approved for Elevator Refurbishment at the Victoria General Hospital;
- 2) That CRHD Bylaw No. 423, “Capital Regional Hospital District Capital Bylaw No.193, 2024” be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 423 be adopted.

Alternative 2

That this report be referred back to staff for additional information based on Hospitals and Housing Committee direction.

IMPLICATIONS

Financial Implications

The Elevator Refurbishment project at Victoria General Hospital 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 \$1,439,003 (70%) and CRHD \$616,715 (30%), for a total project cost of \$2,055,718.

The total project budget and CRHD share are reflected in the 2024-2033 CRHD 10-Year Capital Plan that was approved by the CRHD Board on October 25, 2023. The project costs will be cash flowed over years 2024-2026 and the CRHD share of \$616,715 will be debt serviced through the Municipal Finance Authority. The cost of debt servicing for the CRHD contribution has been included in the 2024 Board Approved Financial Plan based on cash flow projections provided by Island Health.

CONCLUSION

Approval of a CRHD Capital Expenditure and Borrowing Bylaw is required to proceed with elevator refurbishment at VGH. 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 \$616,715 be approved for Elevator Refurbishment at the Victoria General Hospital;
- 2) That CRHD Bylaw No. 423, “Capital Regional Hospital District Capital Bylaw No.193, 2024” be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 423 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. 423, “Capital Regional Hospital District Capital Bylaw No. 193, 2024”

CAPITAL REGIONAL HOSPITAL DISTRICT BYLAW NO. 423

CAPITAL REGIONAL HOSPITAL DISTRICT CAPITAL BYLAW NO. 193, 2024

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 \$616,715 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 thirty 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. 193, 2024”.

READ A FIRST TIME THIS	DAY OF	, 2024
READ A SECOND TIME THIS	DAY OF	, 2024
READ A THIRD TIME THIS	DAY OF	, 2024
ADOPTED THIS	DAY OF	, 2024

Chair

Corporate Officer

SCHEDULE "A"

Bylaw No. 423

CAPITAL REGIONAL HOSPITAL DISTRICT

CAPITAL BYLAW NO. 193, 2024

Name of Facility	Project or Equipment Description	Project Number	Amount Covered by CRHD Bylaw	Amount Covered by Province and Island Health	Amount Covered by Foundation	Total Project or Equipment Cost
Victoria General Hospital	Elevator Refurbishment	C-193-01	\$616,715	\$1,439,003	\$0	\$2,055,718
		Total	\$616,715	\$1,439,003	\$0	\$2,055,718