

Meeting Minutes

Hospitals and Housing Committee

Wednesday, December 4, 2019

2:00 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT

L. Helps (Chair), K. Murdoch (Vice Chair), D. Blackwell, F. Haynes, G. Holman, R. Martin,
C. McNeil-Smith, D. Screech, K. Williams

Staff: R. Lapham, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; N. Chan, Chief Financial Officer; M. Barnes, Senior Manager, Health and Capital Planning Strategies; C. Culham, Senior Manager, Regional Housing; A. Piotrowski, Manager, Finance; E. Gorman, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder); S. Closson, Committee Clerk

Regrets: Directors Brice; Seaton; Plant (Board Chair, ex-officio)

The meeting was called to order at 2:00 pm.

1. Territorial Acknowledgement

Chair Helps provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Director McNeil-Smith, SECONDED by Director Murdoch,
That the agenda for the December 4, 2019 Session of the Hospitals and Housing
Committee be approved.
CARRIED**

3. Adoption of Minutes

3.1. [19-1028](#) Minutes of the November 6, 2019 Hospitals and Housing Committee

**MOVED by Director Screech, SECONDED by Director Williams,
That the minutes of the Hospitals and Housing Committee of November 6, 2019 be
adopted as circulated.
CARRIED**

4. Chair's Remarks

The Chair thanked staff for their work and in particular, for the more than 600 net new units in the Capital Region Housing Corporation that will open by 2021. The Chair stated this agenda will help move the business forward.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [19-910](#) James Bay Urgent and Primary Care Centre Fund Request

K. Lorette spoke to the James Bay Urgent and Primary Care Centre Fund Request.

Discussion ensued on the following:

- funding
- facility designation
- borrowing authorities

**MOVED by Director Blackwell, SECONDED by Director Screech,
The Hospitals and Housing Committee recommends to the Capital Regional
Hospital District (CRHD) Board:**

- a) That CRHD funding in the amount of \$1,500,000 be approved for the James Bay Urgent and Primary Care Centre (UPCC);
- b) That CRHD Bylaw No. 398, "Capital Regional Hospital District Capital Bylaw No. 174, 2019" (for a maximum of \$1,500,000) be introduced and read a first, second, and third time;
- c) That Bylaw No. 398 be adopted; and
- d) That CRHD provide Island Health a letter of support to designate the James Bay UPCC a health facility under Section 49 of the Hospital District Act.

CARRIED

6.2. [19-788](#) Revenue Anticipation Resolution for Current Capital Regional Hospital District Operating Expenditures

N. Chan spoke to the Revenue Anticipation Resolution for Current Capital Regional Hospital District Operating Expenditures.

**MOVED by Director Williams, SECONDED by Director Haynes,
That the Hospitals and Housing Committee recommend to the Capital Regional
Hospital District Board:**

**That the Revenue Anticipation Resolution be adopted to allow the temporary
borrowing of up to \$10 million for current Capital Regional Hospital District
operating expenditures.**

CARRIED

6.3. [19-1005](#) Umbrella Operating Agreement (2020-2024)

K. Lorette spoke to the Umbrella Operating Agreement (2020-2024)

Discussion ensued on the language of amendment.

**MOVED by Director Haynes, SECONDED by Director Martin,
The Hospitals and Housing Committee recommends to the Capital Region
Housing Corporation Board:**

**That the Capital Region Housing Corporation Board authorizes the Chief
Administrative Officer to sign the Umbrella Operating Agreement with a term of
January 1, 2020 - December 31, 2024.**

CARRIED

6.4. [19-1001](#) 2020 Administration and Development Services Budgets

K. Lorette introduced the 2020 budgets and capital plans.
C. Culham spoke to the 2020 budget and capital plan details.

Discussion ensued on the following:

- definition of "routine replacement" in staff presentation
- infrastructure replacement plans
- funding
- Corporate Stabilization Fund replenishment
- Umbrella Operating Agreement and No Operating Agreement budgets
- total assets or debt of portfolio

Director Haynes left the meeting at 2:28 pm.

**MOVED by Director Murdoch, SECONDED by Director Williams,
The Hospitals and Housing Committee recommends to the Capital Region
Housing Corporation Board:**

- a) That the Capital Region Housing Corporation 2020 Administration Budget be approved; and**
- b) That the Capital Region Housing Corporation 2020 Development Services Budget be approved.**

CARRIED

6.5. [19-1002](#) 2020 Portfolio Operating Budgets

**MOVED by Director Martin, SECONDED by Director Murdoch,
The Hospitals and Housing Committee recommends to the Capital Region
Housing Corporation Board:**

- a) That the 2020 Operating Budget for the Umbrella Operating Agreement be approved;**
- b) That the 2020 Operating Budget for the No Operating Agreement be approved;**
- c) That the 2020 Operating Budget for the Independent Living BC Agreement be approved;**
- d) That the 2020 Operating Budget for the Regional Housing First Program Agreement (Millstream Ridge and Spencer) be approved;**
- e) That the 2020 Operating Budget for the Investment in Housing Innovation be approved; and**
- f) That any 2019 operating surplus/(deficits) to be transferred to/(from) the appropriate Portfolio Stabilization Reserves be authorized.**

CARRIED

6.6. [19-1003](#) Five Year Routine Capital Plans (2020-2024)

**MOVED by Director Screech, SECONDED by Director Williams,
The Hospitals and Housing Committee recommends to the Capital Region
Housing Corporation Board:**

- 1. a) That the Capital Region Housing Corporation Umbrella Operating Agreement (UOA) Five Year Capital Plan 2020-2024 be approved; and**
- b) That staff be authorized to implement the UOA 2020 capital plan.**
- c) That the 2020 transfer of funds of \$300,000 from the Umbrella Operating Agreement Portfolio Stabilization Reserve to the Capital Replacement Reserve Fund be approved.**
- 2. a) That the No Operating Agreement Portfolio Five Year Capital Plan 2020-2024 be approved;**

b) That the 2020 transfer of Portage Place, Campus View and Royal Oak Square December 31, 2019 Capital Replacement Reserve Balances from the UOA Capital Replacement Reserve Fund to the No Operating Agreement Capital Replacement Reserve Fund be approved; and

c) That staff be authorized to implement the No Operating Agreement Portfolio 2020 capital plan year.

3. a) That the Independent Living BC (ILBC) Operating Agreement (Parry Place) Five Year Capital Plan 2020 -2024 be approved; and

b) That staff be authorized to implement the ILBC Operating Agreement (Parry Place) 2020 capital plan year.

4. a) That the Regional Housing First Program (RHFP) Operating Agreement Five Year Capital Plan 2020-2024 be approved; and

b) That staff be authorized to implement the RHFP Operating Agreement 2020 capital plan year.

CARRIED

6.7. [19-1004](#)

Major Capital Plan (2020-2024)

MOVED by Director Holman, **SECONDED** by Director Screech,
The Hospitals and Housing Committee recommends to the Capital Region
Housing Corporation Board:

a) That the 2020-2024 Major Capital Plan be approved; and

b) That the Chief Administrative Officer be authorized to execute the \$250,000 BC
Housing Management Commission Project Development Funding Repayable
Loan for Michigan Square.

c) That the Senior Manager Regional Housing be authorized to submit
applications for the Michigan Square redevelopment to the Building BC:
Community Housing Fund, the Regional Housing First Program and additional
funding programs.

CARRIED

6.8. [19-999](#)

AAP for Bylaws 4326 and 4327 - Regional Housing First Program

K. Morley spoke to the AAP for Bylaws 4326 and 4327 for the Regional Housing
First Program.

Discussion ensued on the following:

- stated return address on forms
- FAQ inclusions
- participation of municipalities
- staff attendance at various councils

MOVED by Director Holman, **SECONDED** by Director Murdoch,
The Hospitals and Housing Committee recommends to the Capital Regional
District Board:

1) That in accordance with section 86(3) of the Community Charter, the date of
February 18, 2020 be confirmed as the deadline by which electoral response,
under the Alternate Approval process for CRD Bylaws No. 4326 and 4327, must be
submitted to the Capital Regional District by qualified electors within the Salt
Spring Island, Southern Gulf Island and Juan de Fuca Electoral Areas;

2) That the attached Notice of Alternative Approval Process and the Elector
Response Form be approved; and

3) That the total number of registered electors within the service areas is as
follows:

a. For Salt Spring Island, 9,095 and that 10% of that number is 910 electors;

- b. For the Southern Gulf Islands Electoral Area, 5003 and that 10% of that number is 500 electors; and
 - c. For the Juan de Fuca Electoral Area, 5754 and that 10% of that number is 575 electors.
- CARRIED**

6.9. [19-990](#) Previous Minutes of Other CRD Committees and Commissions for Information

MOVED by Director Screech, **SECONDED** by Director Murdoch,
That the following minutes be received for information:
a) Regional Housing Advisory Committee minutes - April 25 and June 27, 2019
CARRIED

7. Notice(s) of Motion

There were no Notice(s) of Motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Murdoch, **SECONDED** by Director Williams,
That the December 4, 2019 Hospitals and Housing Committee meeting be adjourned at 3:08 pm.
CARRIED

Chair

Recorder