



Notice of Meeting and Meeting Agenda Capital Regional Hospital District Board

Wednesday, June 12, 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. [24-540](#) Minutes of the May 8, 2024 Capital Regional Hospital District Board Meeting

Recommendation: That the minutes of the Capital Regional Hospital District Board meeting of May 8, 2024 be adopted as circulated.

Attachments: [Minutes - May 8, 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. [24-515](#) Victoria General Hospital High Performance Building Automation System Controls Update - Approval of Capital Bylaw No. 427

- 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 \$1,110,992 be approved for Victoria General Hospital High Performance Building Automation System Controls Update;
(WA)
 - 2) That CRHD Bylaw No. 427, "Capital Regional Hospital District Capital Bylaw No.196, 2024" be introduced and read a first, second, and third time; and
(WA)
 - 3) That CRHD Bylaw No. 427 be adopted.
(WA, 2/3rds on adoption)

Attachments: [Staff Report: VGH High Perform BAS Controls Update-Approve Bylaw 427](#)
[Appendix A: CRHD Bylaw No. 427](#)

8.2. [24-516](#) Royal Jubilee Hospital Diagnostic and Treatment Building Automation System Controls Update - Approval of Capital Bylaw No. 428

- 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 \$1,078,376 be approved for Royal Jubilee Hospital Diagnostic and Treatment Building Automation System (BAS) Controls Update;
(WA)
 - 2) That CRHD Bylaw No. 428, "Capital Regional Hospital District Capital Bylaw No. 197, 2024" be introduced and read a first, second, and third time; and
(WA)
 - 3) That CRHD Bylaw No. 428 be adopted.
(WA, 2/3rds on adoption)

Attachments: [Staff Report: RJH Diagnostic & Tx BAS Controls Update-Approve Bylaw 428](#)
[Appendix A: CRHD Bylaw No. 428](#)

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, May 8, 2024

1:05 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

DIRECTORS: K. Murdoch (Chair), C. McNeil-Smith (Acting Chair), M. Alto, J. Bateman (for M. Tait), 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, C. Plant, S. Riddell (for R. Windsor), L. Szpak, D. Thompson, S. Tobias, A. Wickheim, K. Williams

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; L. Jones, General Manager, Parks, Recreation & 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; J. Dorman, Committee Clerk (Recorder)

Regrets: Directors M. Tait, R. Windsor

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 McNeil-Smith, **SECONDED** by Director Brent,
That the agenda for the May 8, 2024 Session of the Capital Regional Hospital District Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [24-444](#) Minutes of the April 10, 2024 Capital Regional Hospital District Board Meeting

MOVED by Director McNeil-Smith, **SECONDED** by Director Brent,
That the minutes of the Capital Regional Hospital District Board meeting of April 10, 2024 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

There were no Chair's remarks.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

MOVED by Director McNeil-Smith, **SECONDED** by Director Brent,
That consent agenda item 6.1. be approved.
CARRIED

6.1. [24-279](#) Capital Regional Hospital District 2023 Audit Findings Report and Audited Financial Statements

That the Capital Regional Hospital District 2023 Audited Financial Statements be approved.
CARRIED

7. ADMINISTRATION REPORTS

There were no administration reports.

8. REPORTS OF COMMITTEES

There were no reports of committees.

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

There were no notice(s) of motion.

11. NEW BUSINESS

There was no new business.

12. ADJOURNMENT

MOVED by Director McNeil-Smith, **SECONDED** by Director Brent,
That the May 8, 2024 Capital Regional Hospital District Board meeting be adjourned at 1:07 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, JUNE 05, 2024**

SUBJECT **Victoria General Hospital High Performance Building Automation System Controls Update – Approval of Capital Bylaw No. 427**

ISSUE SUMMARY

Approval of a Capital Regional Hospital District (CRHD) \$1,110,992 Capital Expenditure and Borrowing Bylaw is required for Island Health to proceed with the \$3,703,305 Victoria General Hospital (VGH) High Performance Building Automation System (BAS) Controls Update.

BACKGROUND

A BAS allows an operator to access, control, and monitor all connected building systems from a single interface. With BAS technology, you can gain centralized control over your building's systems via networked electronic devices. BAS functionality may keep a buildings climate within a specified range, provide light to rooms based on occupancy, monitor performance and device failures, and provide malfunction alarms to building maintenance staff.

The existing BAS at the VGH has reached the end of its useful life and needs to be replaced to ensure optimal building performance. Completing the BAS replacement project will enable Island Health to implement best-in-class control sequences, and operating cost savings.

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 \$1,110,992 be approved for Victoria General Hospital High Performance Building Automation System Controls Update;
- 2) That CRHD Bylaw No. 427, "Capital Regional Hospital District Capital Bylaw No.196, 2024" be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 427 be adopted.

Alternative 2

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

IMPLICATIONS

Climate Implications

This project is the first step in an informal plan for full de-carbonization of the hospital and replacing the BAS will result in an estimated carbon emission savings of 580 tonnes per year.

Hospitals and Housing Committee – June 5, 2024
Victoria General Hospital High Performance Building Automation System Controls Update
– Approval of Capital Bylaw No. 427 **2**

Financial Implications

The High Performance BAS Controls Update project at VGH has been included in the CRHD 10-Year Capital Plan since 2023 as a potential partnership between the CRHD and Island Health. Island Health will provide \$2,592,313 (70%) and the CRHD \$1,110,992 (30%), for a total project cost of \$3,703,305.

The total project budget and CRHD share are reflected in the 2024-2033 CRHD amended 10-Year Capital Plan that was approved by the CRHD Board on March 13, 2024. The project costs will be cash flowed over years 2024-2025 and the CRHD share of \$1,110,992 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 the High Performance BAS Controls Update 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 \$1,110,992 be approved for Victoria General Hospital High Performance Building Automation System Controls Update;
- 2) That CRHD Bylaw No. 427, “Capital Regional Hospital District Capital Bylaw No.196, 2024” be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 427 be adopted.

| | |
|---------------|---|
| Submitted by: | Michael Barnes, MPP, Senior Manager, Health and 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. 427, “Capital Regional Hospital District Capital Bylaw No. 196, 2024”

CAPITAL REGIONAL HOSPITAL DISTRICT BYLAW NO. 427

CAPITAL REGIONAL HOSPITAL DISTRICT CAPITAL BYLAW NO. 196, 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 \$1,110,992 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 30 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. 196, 2024".

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|-------------------------|--------|--------|
| 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. 427

CAPITAL REGIONAL HOSPITAL DISTRICT

CAPITAL BYLAW NO. 196, 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 | High Performance Building Automation System (BAS) Controls Update | C196-01 | \$1,110,992 | \$2,592,313 | \$0.00 | \$3,703,305 |
| | | Total | \$1,110,992 | \$2,592,313 | \$0.00 | \$3,703,305 |

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, JUNE 05, 2024**

SUBJECT **Royal Jubilee Hospital Diagnostic and Treatment Building Automation System Controls Update – Approval of Capital Bylaw No. 428**

ISSUE SUMMARY

Approval of a Capital Regional Hospital District (CRHD) \$1,078,376 Capital Expenditure and Borrowing Bylaw is required for Island Health to proceed with the \$3,594,588 Royal Jubilee Hospital (RJH) Diagnostic and Treatment Building Automation System (BAS) Controls Update.

BACKGROUND

A BAS allows an operator to access, control, and monitor all connected building systems from a single interface. With BAS technology, you can gain centralized control over your building's systems via networked electronic devices. BAS functionality may keep a building's climate within a specified range, provide light to rooms based on occupancy, monitor performance and device failures, and provide malfunction alarms to building maintenance staff.

The existing BAS at the RJH's Diagnostic and Treatment Building needs to be replaced to ensure optimal building performance. This project is the first step in an informal plan for full de-carbonization of the hospital. Completing the BAS replacement project will enable Island Health to implement best-in-class control sequences, operating cost savings and carbon emission savings.

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 \$1,078,376 be approved for Royal Jubilee Hospital Diagnostic and Treatment Building Automation System (BAS) Controls Update;
- 2) That CRHD Bylaw No. 428, "Capital Regional Hospital District Capital Bylaw No. 197, 2024" be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 428 be adopted.

Alternative 2

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

IMPLICATIONS

Climate Implications

Replacing the BAS will allow Island Health to reduce building energy and maintenance costs compared to a non-controlled building and the new BAS system will result in carbon emission savings estimated at 780 tonnes.

Hospitals and Housing Committee – June 5, 2024
Royal Jubilee Hospital Diagnostic and Treatment Building Automation System Controls
Update – Approval of Capital Bylaw No. 428 **2**

Financial Implications

The Diagnostic and Treatment BAS Controls Update project at RJH has been included in the CRHD 10-Year Capital Plan since 2023 as a potential partnership between the CRHD and Island Health. Island Health will provide \$2,516,212 (70%) and the CRHD \$1,078,376 (30%), for a total project cost of \$3,594,588.

The total project budget and CRHD share are reflected in the 2024-2033 CRHD amended 10-Year Capital Plan that was approved by the CRHD Board on March 13, 2024. The project costs will be cash flowed over years 2024-2025 and the CRHD share of \$1,078,376 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 the Diagnostic and Treatment BAS Controls Update at 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 Capital Regional Hospital District (CRHD) funding in the amount of \$1,078,376 be approved for Royal Jubilee Hospital Diagnostic and Treatment Building Automation System (BAS) Controls Update;
- 2) That CRHD Bylaw No. 428, “Capital Regional Hospital District Capital Bylaw No. 197, 2024” be introduced and read a first, second, and third time; and
- 3) That CRHD Bylaw No. 428 be adopted.

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|---------------|---|
| Submitted by: | Michael Barnes, MPP, Senior Manager, Health and 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. 428, “Capital Regional Hospital District Capital Bylaw No. 197, 2024”

CAPITAL REGIONAL HOSPITAL DISTRICT BYLAW NO. 428

CAPITAL REGIONAL HOSPITAL DISTRICT CAPITAL BYLAW NO. 197, 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 \$1,078,376 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 30 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. 197, 2024”.

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|-------------------------|--------|--------|
| 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. 428

CAPITAL REGIONAL HOSPITAL DISTRICT

CAPITAL BYLAW NO. 197, 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 |
|-------------------------|---|-----------------------|-------------------------------------|---|-------------------------------------|--|
| Royal Jubilee Hospital | Diagnostic and Treatment Building Automation System (BAS) Controls Update | C197-01 | \$1,078,376 | \$2,516,212 | \$0.00 | \$3,594,588 |
| | | Total | \$1,078,376 | \$2,516,212 | \$0.00 | \$3,594,588 |