

OPEN MEETING AGENDA

Wednesday, December 18, 2019

7:00 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

All/Unweighted

MOTION FOR CONSIDERATION

THAT the Agenda, Addenda and Late Items for the Fraser Valley Regional Hospital District Board Open Meeting of December 18, 2019 be approved:

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

3. MINUTES / MATTERS ARISING

3.1 Draft Inaugural Fraser Valley Regional Hospital District Board Meeting Minutes - November 26, 2019

3 - 8

All/Unweighted

MOTION FOR CONSIDERATION

THAT the Minutes of the Inaugural Meeting of the Fraser Valley Regional Hospital District Board Open Meeting of November 26, 2019 be adopted.

4. NEW BUSINESS

4.1 Fraser Valley Regional Hospital District Budget Bylaw No. 0074, 2019

9 - 13

Motion No. 1: First Reading - All/Weighted

Motion No. 2: Second and Third Reading - All/Weighted

Motion No. 3: Adoption - All/Weighted (2/3 Majority)

- Corporate report dated December 18, 2019 from Mike Veenbaas, Director of Financial Services

- Draft Bylaw No. 0074, 2019

MOTION FOR CONSIDERATION

MOTION NO. 1: THAT the Fraser Valley Regional Hospital District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

MOTION FOR CONSIDERATION

MOTION NO. 2: THAT the Fraser Valley Regional Hospital District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

MOTION FOR CONSIDERATION

MOTION NO. 3: THAT the Fraser Valley Regional Hospital District Board consider adopting the bylaw cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

5. REPORTS FROM BOARD DIRECTORS
6. ADDENDA ITEMS/LATE ITEMS
7. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA
8. RESOLUTION TO CLOSE MEETING

All/Unweighted

MOTION FOR CONSIDERATION

THAT the meeting be closed to the public, except for Senior Staff and the Executive Assistant for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(e) of the *Community Charter* - the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the regional district.

R E C E S S

9. RECONVENE OPEN MEETING
10. RISE AND REPORT
11. ADJOURNMENT

All/Unweighted

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional Hospital District Board Open Meeting of December 18, 2019 be adjourned.

FRASER VALLEY REGIONAL HOSPITAL DISTRICT
INAUGURAL BOARD MEETING
OPEN MEETING MINUTES

Tuesday, November 26, 2019

7:00 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Henry Braun, City of Abbotsford, Chair
Director Pam Alexis, District of Mission, Acting Chair
Director Jason Lum, City of Chilliwack
Director Patricia Ross, City of Abbotsford
Director Dennis Adamson, Electoral Area B
Director Wendy Bales, Electoral Area C
Director Kelly Chahal, City of Abbotsford
Director Hugh Davidson, Electoral Area F
Director Bill Dickey, Electoral Area D
Director Taryn Dixon, Electoral Area H
Director Orion Engar, Electoral Area E
Director Leo Facio, Village of Harrison Hot Springs
Director Brenda Falk, City of Abbotsford
Director Carol Hamilton, District of Mission
Director Chris Kloot, City of Chilliwack
Director Dave Loewen, City of Abbotsford
Director Bud Mercer, City of Chilliwack
Director Ken Popove, City of Chilliwack
Director Sylvia Pranger, District of Kent
Director Terry Raymond, Electoral Area A
Director Peter Robb, District of Hope
Director Ross Siemens, City of Abbotsford
Director Al Stobbart, Electoral Area G

Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer
Mike Veenbaas, Director of Financial Services
Jaime Reilly, Acting Director of Corporate Affairs

Tareq Islam, Director of Engineering & Community Services
Graham Daneluz, Director of Planning & Development
Stacey Barker, Director of Regional Services
Suzanne Gresham, Director of Corporate Initiatives
Milly Marshall, Director of EA Special Projects
Kristy Hodson, Manager of Finance
Alison Stewart, Manager of Strategic Planning
David Urban, Manager of Outdoor Recreation Planning
Christina Vugteveen, Manager of Park Operations
Lance Lilley, Manager of Environmental Services
Matthew Fang, Support Analyst
Tina Mooney, Executive Assistant
Amanda Molloy, Executive Assistant to CAO and Board (*Recording Secretary*)

1. CALL TO ORDER by Acting Chief Administrative Officer

The open meeting was called to order at 7:01pm

2. ELECTION OF FRASER VALLEY REGIONAL HOSPITAL DISTRICT BOARD CHAIR by Acting Chief Administrative Officer

Ms. Kinneman, Acting Chief Administrative Officer, called for nominations for the position of Fraser Valley Regional Hospital District Board Chair.

Director Terry Raymond nominated Director Jason Lum. Director Lum advised that he would not let his name stand for nomination.

Director Ross Siemens nominated Director Henry Braun. Ms. Kinneman called for nominations for the position of Hospital District Board Chair for a second and third time.

There being no further nominations, Ms. Kinneman declared Director Braun as the Hospital District Board Chair, and he assumed the Chair.

3. ELECTION OF FRASER VALLEY REGIONAL HOSPITAL DISTRICT ACTING CHAIR by Acting Chief Administrative Officer

Ms. Kinneman called for nominations for the position of Fraser Valley Regional Hospital District Board Acting Chair.

Director Sylvia Pranger nominated Director Pam Alexis. Ms. Kinneman called for nominations for the position of Hospital District Board Acting Chair for a second and third time.

There being no further nominations, Ms. Kinneman declared Director Alexis as the Hospital District Board Acting Chair.

4. REMARKS BY FRASER VALLEY REGIONAL HOSPITAL DISTRICT CHAIR

Chair Braun provided remarks regarding the previous year's accomplishments and challenges.

5. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By FACIO

Seconded By POPOVE

THAT the Agenda, Addenda and Late Items for the Inaugural Meeting of the Fraser Valley Regional Hospital District Board Open Meeting of November 26, 2019 be approved:

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

**CARRIED
All/Unweighted**

6. MINUTES / MATTERS ARISING

6.1 Draft Fraser Valley Regional Hospital District Board Meeting Minutes - October 22, 2019

Moved By RAYMOND
Seconded By PRANGER

THAT the Minutes of the Fraser Valley Regional Hospital District Board Open Meeting of October 22, 2019 be adopted.

CARRIED
All/Unweighted

7. REPORTS FROM BOARD DIRECTORS

Director Pranger noted that the Inaugural Fraser Valley Health Care Foundation Gala raised over \$110,000 for the regional hospitals and health care facilities.

Director Facio thanked Director Braun for his leadership as Chair for the past six consecutive terms.

8. ADDENDA ITEMS/LATE ITEMS

None.

9. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None.

10. RESOLUTION TO CLOSE MEETING

Moved By CHAHAL
Seconded By LUM

THAT the meeting be closed to the public, except for Senior Staff and the Executive Assistant for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(e) of the *Community Charter* - the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the regional district;
- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the regional district; and
- Section 90(1)(i) of the *Community Charter* – the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- Section 90(1)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the regional district if they were held in public.

CARRIED
All/Unweighted

The open meeting recessed at 7:08pm.

11. RECONVENE OPEN MEETING

The open meeting reconvened at 8:44pm.

12. RISE AND REPORT

None.

13. ADJOURNMENT

Moved By FACIO

Seconded By FALK

THAT the Inaugural Meeting of the Fraser Valley Regional Hospital District Board of November 26, 2019 be adjourned.

CARRIED
All/Unweighted

The open meeting adjourned at 8:44pm.

MINUTES CERTIFIED CORRECT:

.....

Director Henry Braun, Chair

.....

Corporate Officer/Deputy

DRAFT

To: CAO for the Fraser Valley Regional Hospital District Board

Date: December 18, 2019

From: Mike Veenbaas, Director of Financial Services

File No: 3920-20

Subject: 2020 Hospital District Provisional Budget

RECOMMENDATION

THAT the Fraser Valley Regional Hospital District Board consider giving three readings and adoption to *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

BACKGROUND

Attached is the Regional Hospital District 2020-2024 Provisional Budget bylaw for consideration. Section 23 of the Hospital District Act states the Board must adopt for 2020 a Provisional Budget by December 31, 2019 and an Annual Budget by March 31, 2020.

DISCUSSION

With the legislative deadline approaching to adopt a 2020 Provisional Budget and the understanding that the Annual Budget (to be adopted prior to March 31st, 2020) is the budget for which the 2020 property tax requisition is based on, Staff are proposing a 2020 Provisional Budget much aligned with the 2019 Annual Budget.

Specifically, the proposed 2020 Provisional Budget includes the following adjustments from the 2019 Annual Budget:

- Annual increases to the funding from tax requisition in keeping with projected non-market change (new construction) assessment growth in the region. The Provisional Budget has been prepared using 2.0% which is based on the preliminary information provided by BC Assessment. The 2020 Annual Budget that will come before the Board early 2020 will be based on the 2020 Revised Assessment Roll growth information.
- Updated revenue and associated operating expenses for the Mary St. parking lot.
- Updating the contribution to the operating reserve called "Early Debt Retirement" which provides options for the Board at the time of debenture refinancing. Funding comes from interest savings on existing debt refinanced and requisition increase from new construction growth. For 2020 this total is estimated at \$1,107,700.

In addition, the proposed 2020 Provisional Budget continues with the following items from the 2019 Annual Budget:

- continuing to put funds into a Major Capital Projects reserve to be used to fund the Board's financial commitment to Fraser Health Authority (FHA) for the Abbotsford and Chilliwack Residential healthcare projects,
- continuing to allocate \$1.8 million per annum to fund FVRHD's share of Fraser Health's minor and medium facility/equipment projects,

The provisional budget authorizes payments for expenses related to the Hospital District prior to the annual budget being passed by the Board.

The Board will have the opportunity to further discuss and provide direction regarding the 2020 Annual Budget prior to March 31, 2020.

COST

As authorized within the 2020 Provisional Budget.

CONCLUSION

The Hospital District must pass a 2020 Provisional Budget prior to December 31, 2019, even though the 2020 Annual Budget is what the 2020 Property Tax Requisition will be based on. The Provisional Budget is based on the 2019 Annual Budget.

COMMENT BY:

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

**FRASER VALLEY REGIONAL HOSPITAL DISTRICT
BYLAW NO. 0074, 2019**

A Bylaw to Adopt the Hospital District Provisional Budget for the Year 2020

The Fraser Valley Regional Hospital District Board of Directors enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

2) ENACTMENTS

Schedules A and B attached hereto and forming an integral part of this bylaw is the Provisional Budget for the Fraser Valley Regional Hospital District for the year ending the 31st day of December 2020.

3) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

4) READINGS AND ADOPTION

READ A FIRST TIME THIS	day of
READ A SECOND TIME THIS	day of
READ A THIRD TIME THIS	day of
ADOPTED THIS	day of

Chair/Vice-Chair

Corporate Officer/Deputy

5) CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019* as adopted by the Fraser Valley Regional Hospital District Board of Directors on the

Dated at Chilliwack, B.C. this

Corporate Officer/Deputy

FRASER VALLEY REGIONAL HOSPITAL DISTRICT
2020 PROVISIONAL BUDGET

Schedule A to Bylaw No. 0074, 2019

	2019 ANNUAL BUDGET	2019 PROJECTED ACTUAL	2020 ANNUAL BUDGET
REVENUE			
Tax Requisition	\$ 11,488,200	\$ 11,488,200	\$ 11,718,000
Grants in Lieu of Taxes	140,000	140,000	160,000
Interest Income	482,300	650,000	516,100
Miscellaneous Revenue	40,000	45,000	51,300
TOTAL REVENUE	\$ 12,150,500	\$ 12,323,200	\$ 12,445,400
EXPENSES			
Administration Recovery	\$ 400,000	\$ 400,000	\$ 400,000
Operating Expenses	14,680	15,500	16,680
Interest on Long Term Debt			
Abbotsford Hospital/Cancer Centre	743,100	743,100	743,100
Chilliwack General Hospital	973,330	973,330	973,330
Contributions to Hospital Foundations	-	-	-
Contributions to Fraser Health Authority			
Minor & Medium Equipment	1,800,000	1,802,000	1,800,000
Major Capital Projects	10,000,000	5,000,000	12,100,000
TOTAL EXPENDITURES	\$ 13,931,110	\$ 8,933,930	\$ 16,033,110
NET SURPLUS / (DEFICIT)	\$ (1,780,610)	\$ 3,389,270	\$ (3,587,710)
FINANCING & RESERVE FUND ACTIVITIES			
Transfer From Reserve Funds			
Capital Reserves	11,800,000	6,802,000	13,900,000
Principal payments on Long Term Debt			
Abbotsford Hospital/Cancer Centre	(1,308,900)	(1,308,900)	(1,308,900)
Chilliwack General Hospital	(755,590)	(755,590)	(755,590)
Capital Acquisitions	-	-	-
Transfers To Reserve Funds			
Interest Earnings	(482,300)	(650,000)	(516,100)
Early Debt Retirement	(848,600)	(848,600)	(1,107,700)
Minor & Medium Equipment	(1,800,000)	(1,800,000)	(1,800,000)
Major Capital Projects	(4,824,000)	(4,824,000)	(4,824,000)
	\$ 1,780,610	\$ (3,385,090)	\$ 3,587,710
NET SURPLUS (DEFICIT)	\$ -	\$ 4,180	\$ -

FRASER VALLEY REGIONAL HOSPITAL DISTRICT

2020 PROVISIONAL BUDGET

Schedule B to Bylaw No. 0074, 2019

	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan	2023 Financial Plan	2024 Financial Plan
REVENUES:					
Tax Rate Increase	0.00%	0.00%	0.00%	0.00%	0.08%
Annual Revenue					
Tax Requisition	\$ 11,488,200	\$ 11,718,000	\$ 11,952,400	\$ 12,191,400	\$ 12,445,000
Tax Requisition - Growth	229,800	234,400	239,000	243,800	248,700
Grants in Lieu of Taxes	160,000	160,000	160,000	160,000	160,000
Interest Income	516,100	476,300	495,900	640,300	790,000
Miscellaneous Revenue	51,300	52,300	53,300	54,400	55,500
	<u>12,445,400</u>	<u>12,641,000</u>	<u>12,900,600</u>	<u>13,289,900</u>	<u>13,699,200</u>
Financing & Reserve Fund Activities:					
Reserve - Minor/Medium Equipment	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
Reserve - Major Capital Projects	12,100,000	8,000,000	5,500,000	-	-
	<u>13,900,000</u>	<u>9,800,000</u>	<u>7,300,000</u>	<u>1,800,000</u>	<u>1,800,000</u>
Total Revenue	<u>\$ 26,345,400</u>	<u>\$ 22,441,000</u>	<u>\$ 20,200,600</u>	<u>\$ 15,089,900</u>	<u>\$ 15,499,200</u>
EXPENSES:					
Services & Supplies					
Administration Recovery - Regional District	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 410,000
Operating Expenses	16,680	17,680	18,680	19,780	20,680
Long Term Debt					
- Interest - AHCC	743,100	743,100	743,100	743,100	743,100
- Interest - CGH	973,330	973,330	973,330	973,330	973,330
Contribution to FHA Minor/Medium Equipment	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
Contribution to FHA Major Capital	-	-	-	-	-
Contributions to Abbotsford Campus of Care	4,500,000	8,000,000	5,500,000	-	-
Contributions to Chilliwack Campus of Care	7,600,000	-	-	-	-
	<u>16,033,110</u>	<u>11,934,110</u>	<u>9,435,110</u>	<u>3,936,210</u>	<u>3,947,110</u>
Financing & Reserve Fund Activities:					
Long Term Debt					
- Principal - AHCC	1,308,900	1,308,900	1,308,900	1,308,900	1,308,900
- Principal - CGH	755,590	755,590	755,590	755,590	755,590
Capital Acquisitions	-	-	-	-	-
Transfer to Reserve - Interest Earnings	516,100	476,300	495,900	640,300	790,000
Transfer to Reserve - Early Debt Retirement	1,107,700	1,342,100	1,581,100	1,824,900	2,073,600
Transfer to Reserve - Minor/Medium Equip.	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
Transfer to Reserve - Capital Projects	4,824,000	4,824,000	4,824,000	4,824,000	4,824,000
	<u>10,312,290</u>	<u>10,506,890</u>	<u>10,765,490</u>	<u>11,153,690</u>	<u>11,552,090</u>
Total Expenditure	<u>\$ 26,345,400</u>	<u>\$ 22,441,000</u>	<u>\$ 20,200,600</u>	<u>\$ 15,089,900</u>	<u>\$ 15,499,200</u>
NET SURPLUS (DEFICIT)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>