

OPEN MEETING AGENDA

Tuesday, January 28, 2020

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 January 28, 2020 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 Fraser Valley Regional Hospital District Board Meeting Minutes - December 18, 2019

3 - 7

All/Unweighted

MOTION FOR CONSIDERATION

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

4. NEW BUSINESS

4.1 Mary Street Parking Lot – 2019 Statement of Financial Activities

8 - 10

FOR INFORMATION ONLY

- Corporate report dated January 28, 2020 from Mike Veenbaas, Director of Financial Services
- Mary Street Parking Lot - 2019 Statement of Financial Activities

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; 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.

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 January 28, 2020 be adjourned.

FRASER VALLEY REGIONAL HOSPITAL DISTRICT

BOARD MEETING

OPEN MEETING MINUTES

Wednesday, December 18, 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 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 Dave Loewen, City of Abbotsford
Director Jason Lum, City of Chilliwack
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 Patricia Ross, City of Abbotsford
Director Ross Siemens, City of Abbotsford
Director Al Stobbart, Electoral Area G
Alt. Director Harv Westeringh, City of Chilliwack

Regrets: Director Chris Kloot, City of Chilliwack

Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer

Mike Veenbaas, Director of Financial Services
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
Lance Lilley, Manager of Environmental Services
Trina Douglas, Manager of Contracted Services
Chris Lee, Executive Assistant
Amanda Molloy, Executive Assistant to CAO and Board (*Recording Secretary*)

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By FACIO

Seconded By POPOVE

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.

CARRIED
All/Unweighted

3. MINUTES / MATTERS ARISING

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

Moved By PRANGER

Seconded By FALK

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

CARRIED
All/Unweighted

4. NEW BUSINESS

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

Moved By FACIO

Seconded By RAYMOND

THAT the Fraser Valley Regional Hospital District Board give first reading to the bylaw cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

CARRIED
All/Weighted

Moved By ADAMSON

Seconded By DIXON

THAT the Fraser Valley Regional Hospital District Board give second and third reading to the bylaw cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

CARRIED
All/Weighted

Moved By POPOVE

Seconded By ROSS

THAT the Fraser Valley Regional Hospital District Board adopt the bylaw cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0074, 2019*.

CARRIED
All/Weighted (2/3 Majority)

5. REPORTS FROM BOARD DIRECTORS

None.

6. ADDENDA ITEMS/LATE ITEMS

None.

7. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None.

8. RESOLUTION TO CLOSE MEETING

Moved By ADAMSON

Seconded By CHAHAL

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.

CARRIED
All/Unweighted

The open meeting recessed at 7:04pm.

9. RECONVENE OPEN MEETING

The open meeting reconvened at 9:11pm.

10. RISE AND REPORT

None.

11. ADJOURNMENT

Moved By ALEXIS

Seconded By PRANGER

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

CARRIED
All/Unweighted

The closed meeting was adjourned at 9:11pm.

MINUTES CERTIFIED CORRECT:

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Director Henry Braun, Chair

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Corporate Officer/Deputy

To: Fraser Valley Regional Hospital District Board
From: Mike Veenbaas, Director of Financial Services

Date: January 28, 2020
File No: 0810-23

Subject: Mary Street Parking Lot – 2019 Statement of Financial Activities

INTENT

This report is intended to advise the Fraser Valley Regional Hospital District Board of information pertaining to the 2019 financial activities for the Mary Street Parking Lot. Staff is not looking for a recommendation and has forwarded this information to the Hospital Board should members want more clarification or to discuss the item further.

BACKGROUND

In 2015 the Hospital District acquired the property at 9005 Mary Street, adjacent to Chilliwack General Hospital, for future health care facility development. Until such time that development occurs, the Board resolved to utilize the space as a parking lot in order to address public parking challenges in the immediate area surrounding the hospital. The parking lot opened to the public in late August 2017.

DISCUSSION

Original estimations on financial expectations for the parking lot were developed by Fraser Health based on their overall experience in health care parking lot management throughout the region, along with their specific experiences operating the Chilliwack General Hospital site. 2019 represents the second full year of operation, allowing the Board to compare year to year actual results.

Revenues

The majority of parking fee revenue is earned by hourly and daily users of the parking lot. Parking rates have been set to equal those in the Fraser Health operated lots - \$1.75 per hour or \$5.75 per 12 hours. A monthly parking pass system has been setup to allow high parking users, such as hospital employees, a reduced parking option of \$40 per month. Growth in monthly parking pass revenue of \$5,000 has helped in the overall \$12,000 increase in parking fee revenue.

Expenses

Parking lot expenses include site maintenance, snow & ice control, parking meter lease fees, banking related fees and parking lot management contract services. Original estimations from Fraser Health suggested an annual cost of about \$14,000 to operate the parking lot. Total costs incurred in 2019 was \$19,306 which was higher than expected in part due to \$5,204 spent on snow & ice control as a result of significant winter events. Similar results were seen in 2018 with total expenses of \$18,615.

In summary, 2019 parking lot operations generated a net profit of \$24,494 (2018 - \$13,052).

COST

The net parking lot revenue flows back into the capital reserve used to fund the initial parking lot development.

CONCLUSION

With the completion of 2019 and the second full year of parking lot operations at Mary Street, a summary of the financial activities has been brought to the Board for information. While the financial results are lower than estimations originally developed by Fraser Health, the net profit is trending up with the proceeds being returned to the capital reserve that was used to fund the parking lot development.

COMMENT BY:

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

FRASER VALLEY REGIONAL HOSPITAL DISTRICT**MARY STREET PARKING LOT - Statement of Financial Activities**

As at December 31, 2019

	Actual 2019	Actual 2018
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Revenues		
Parking Lot Fees	\$ 43,800	\$ 31,667
Total Revenue	43,800	31,667
		12,133
Expenses:		
Banking Fees	1,700	1,586
Contract Services	4,380	3,199
Parking Meter Fees	5,701	5,701
Site Maintenance - Regular	1,699	2,135
Site Maintenance - Snow & Ice	5,204	5,418
Utilities	622	576
Total Expenses	19,306	18,615
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Annual Surplus	\$ 24,494	\$ 13,052