

OPEN MEETING AGENDA

Tuesday, February 26, 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 February 26, 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 Fraser Valley Regional Hospital District Board - December 19, 2018

3 - 7

All/Unweighted

MOTION FOR CONSIDERATION

THAT the Minutes of the Fraser Valley Regional Hospital District Board Open Meeting of December 19, 2018 be adopted.

4. NEW BUSINESS

4.1 Mary Street Parking Lot – 2018 Statement of Financial Activities

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FOR INFORMATION ONLY

- Corporate report dated February 26, 2019 from Mike Veenbaas, Director of Financial Services
- Mary Street Parking Lot - 2018 Statement of 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 February 26, 2019 be adjourned.



FRASER VALLEY REGIONAL HOSPITAL DISTRICT
BOARD MEETING
OPEN MEETING MINUTES

Wednesday, December 19, 2018
7:00 pm
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Jason Lum, City of Chilliwack, Chair
Director Dennis Adamson, Electoral Area B
Director Pam Alexis, District of Mission
Director Wendy Bales, Electoral Area C
Director Henry Braun, City of Abbotsford
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 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
Alternate Director Jeff Shields, City of Chilliwack
Director Ross Siemens, City of Abbotsford
Director Al Stobbart, Electoral Area G

Regrets: Director Chris Kloot, City of Chilliwack

Staff Present: Paul Gipps, Chief Administrative Officer
Suzanne Gresham, Director of Corporate Initiatives
Mike Veenbaas, Director of Financial Services
Tareq Islam, Director of Engineering & Community Services
Barclay Pitkethly, Director of Regional Programs
Margaret-Ann Thornton, Director of Planning & Development

Stacey Barker, Deputy Director of Regional Programs
Jaime Reilly, Manager of Corporate Administration
Jennifer Kinneman, Manager of Corporate Affairs
Tyler Davis, Network Analyst I
Chris Lee, Executive Assistant
Maggie Mazurkewich, Executive Assistant/Recording Secretary

There were also four members of the public present.

1. CALL TO ORDER

Chair Braun called the meeting to order at 7:00 pm.

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 19, 2018 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 Inaugural Meeting of the Fraser Valley Regional Hospital District Board - November 27, 2018

Moved By RAYMOND
Seconded By MERCER

THAT the Minutes of the Inaugural Meeting of the Fraser Valley Regional Hospital District Board of November 27, 2018 be adopted.

**CARRIED
ALL/UNWEIGHTED**

4. NEW BUSINESS

4.1 2019 Hospital District Provisional Budget

Mike Veenbaas, Director of Financial Services noted the requirement of the Fraser Valley Regional Hospital District to adopt their provisional budget no later

than December 31, 2018, and that an Annual Budget be adopted by March 31, 2019. It was noted that this bylaw is provisional only, and that the Hospital Board would still have the opportunity to review and provide further feedback prior to the adoption of the Annual Budget at the end of March.

Discussion ensued regarding the annual administration fee recovery, and it was noted that this fee includes items such as staff time, travel time, preparation of meeting agendas and minutes, as well as meetings with Fraser Health.

Moved By PRANGER
Seconded By ALEXIS

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. 0072, 2018*.

CARRIED
ALL/WEIGHTED

Moved By LUM
Seconded By CHAHAL

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. 0072, 2018*.

CARRIED
ALL/UNWEIGHTED

Moved By STOBART
Seconded By DIXON

THAT the Fraser Valley Regional Hospital District Board adopt the bylaw cited as *Fraser Valley Regional Hospital District Provisional Budget Bylaw No. 0072, 2018*.

CARRIED
ALL/UNWEIGHTED (2/3 MAJORITY)

5. ITEMS FOR INFORMATION

The following report was provided for information.

5.1 Progress Report regarding Abbotsford Regional Centre for Health Education and Simulation.

6. REPORTS FROM BOARD DIRECTORS

No items.

7. ADDENDA ITEMS/LATE ITEMS

No items.

8. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

No items.

9. RESOLUTION TO CLOSE MEETING

Moved By RAYMOND

Seconded By FALK

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 Hospital Regional District; and
- Section 90(1)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional 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 was recessed at 7:08 p.m.

10. RECONVENE OPEN MEETING

The Open Meeting reconvened at 9:24 p.m.

11. RISE AND REPORT

None.

12. ADJOURNMENT

Moved By FACIO

Seconded By PRANGER

THAT the Fraser Valley Regional Hospital District Board Open Meeting of December 19, 2018 be adjourned.

CARRIED

The meeting was adjourned at 9:24 p.m.

MINUTES CERTIFIED CORRECT:

Director Henry Braun, Chair

Corporate Officer/Deputy

DRAFT

To: CAO for the Fraser Valley Regional Hospital District Board

Date: February 26, 2019

From: Mike Veenbaas, Director of Financial Services

File No:

Subject: Mary Street Parking Lot – 2018 Statement of Financial Activities

INTENT

This report is intended to advise the Fraser Valley Regional Hospital District Board of information pertaining to the 2018 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

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. 2018 represents the first full year of operations, allowing the Board to review actual results compared to Fraser Health assumptions.

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. Fraser Health estimated revenue of \$48,000 per year or an average of \$4,000 per month. While actual revenues for 2018 were \$31,667, lower than expectations, there were 6 months with revenues over \$3,000, including 4 months over \$3,500.

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 2018 was \$18,615 which was higher than expected in part due to \$5,418 spent on snow & ice control as a result of significant winter events experienced in early 2018. With a more moderate 2019 winter thus far, year to date expenses are currently half of what was incurred in 2018 by this point.

In summary, 2018 parking lot operations generated a net profit of \$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 2018 and the first 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 parking lot is producing a net positive return with the proceeds being returned to the capital reserve that was used to fund the parking lot development.

COMMENT BY:

Paul Gipps, Chief Administrative Officer

Reviewed and supported

FRASER VALLEY REGIONAL HOSPITAL DISTRICT
MARY STREET PARKING LOT - Statement of Financial Activities
As at December 31, 2018

	Actual 2018
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Revenues	
Parking Lot Fees	\$ 31,667
Total Revenue	31,667
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Expenses:	
Banking Fees	1,586
Contract Services	3,199
Parking Meter Fees	5,701
Site Maintenance - Regular	2,135
Site Maintenance - Snow & Ice	5,418
Utilities	576
Total Expenses	18,615
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Annual Surplus	\$ 13,052