



Special Hospital District Board of Directors Meeting
Wednesday, March 13, 2024, 10:00 am
Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

Regular Agenda

Watch the meeting live at <https://www.acrd.bc.ca/events/13-3-2024/>

Register to participate via Zoom Webinar at: https://acrd-bc-ca.zoom.us/webinar/register/WN_WGtAV4GjQimllsbTJdZZHQ#/registration

PAGE #

1. **CALL TO ORDER**

(immediately following the ACRD Board Meeting)

Recognition of Territories.

Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.

2. **APPROVAL OF AGENDA**

(motion to approve, including late items requires 2/3 majority vote)

3. **DECLARATIONS**

(conflict of interest)

4. **PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)**

- a. **Diane MacKay, Director, Capital Planning, Real Estate and Leasing, Island Health, regarding 2024/2025 Capital Projects and Equipment Request.**

5. **REQUEST FOR DECISIONS & BYLAWS**

a. **Request for Decision**

Island Health's 2024/25 Capital Project & Equipment Request
THAT the Alberni-Clayoquot Regional Hospital District (ACRHD) Board of Directors defer the decision to provide Island Health funding for 40% of the capital costs of the Ucluelet Primary Care Centre and Tofino Staff Housing and Sobering and Assessment Centre until the ACRHD has an opportunity to undertake a strategic planning discussion in 2024.

3-9

6. **QUESTION PERIOD**

Questions/Comments from the public:

- **Participating in Person in the Board Room**
- **Participating in the Zoom meeting**
- **Emailed to the ACRD at responses@acrd.bc.ca**

7. **ADJOURN**



To: Regional Hospital District Board of Directors
From: Teri Fong, CPA, CGA, Chief Financial Officer
Meeting Date: March 13, 2024
Subject: Island Health's 2024/25 Capital Project & Equipment Request

Recommendation:

THAT the Alberni-Clayoquot Regional Hospital District (ACRHD) Board of Directors defer the decision to provide Island Health funding for 40% of the capital costs of the Ucluelet Primary Care Centre and Tofino Staff Housing and Sobering and Assessment Centre until the ACRHD has an opportunity to undertake a strategic planning discussion in 2024.

Desired Outcome:

To have a larger conversation regarding the future direction of the ACRHD prior to expanding financial contributions from the traditional hospital facilities to other facilities in the region.

Summary:

Island Health's funding request for 2024/25 Capital Projects and Equipment, attached to this report, includes a request for \$4.6 million of major capital projects. As outlined in the letter the two projects that Island Health is requesting cost sharing funding for are:

1. Ucluelet Primary Care Centre for \$2.8 million
2. Tofino Staff Housing and Sobering and Assessment Centre for \$1.8 million

Island Health is a delegation earlier in this agenda and will have provided more details regarding these projects.

Staff recommend deferring the decision to provide the Board an opportunity to discuss the strategic direction of the ACRHD during 2024 including coordinating discussions with the councils of the ACRD member municipalities that will be hosting these new facilities. If the ACRHD Board supports this recommendation, then staff will also gather information from other Vancouver Island Regional Hospital District's to determine the range and type of funding that occurs across the island.

Background:

The Alberni-Clayoquot Regional Hospital District's (ACRHD) provides a local share of 40% for funding of

capital costs associated with the construction, acquisition and maintenance of hospital facilities and major equipment within the ACRHD boundaries. To date the facilities that have been included in the ACRHD have included the West Coast General Hospital, Tofino General Hospital and Bamfield Health Centre (formerly called Bamfield Outpost Hospital). All other Island Health facilities in the region are currently 100% paid by Provincial funding with no local funding component. Proceeding with funding the 40% request for these projects will transfer the funding responsibility from the province to the local taxpayer level. As a reminder, the ACRHD does not operate any facilities, it only provides capital funding to Island Health.

Time Requirements – Staff & Elected Officials:

Staff estimate between 35-45 hours of staff time and 4-8 hours of elected official staff time to develop strategic direction for the ACRHD.

Financial:

The ACRHD tax requisition for the past couple of years has been \$1,836,000 with a capital reserve being built for the replacement of the Tofino General Hospital. The draft 2024 to 2028 Annual Budget includes a contribution to the Tofino General Hospital Reserve of \$1.6 million. This funding could be reallocated to support these two projects without immediate tax impacts to residents, however, if the RHD Board expands the facilities that it financially supports then there are long term taxation impacts.

Strategic Plan Implications:

The goal of Strategic Focus Area #4 Advocacy and Service is to represent and advance the interests of the region with other levels of government and agencies responsible for providing governance and services in our region. The objectives of this focus area include availability of health services; however, the intent of this priority is the role of advocacy.

Policy or Legislation:

The *Hospital District Act* governs the ACRHD. For these proposed facilities to be funded the Minister of Health will need to designate the facility as 'eligible'. The Minister does not consider designating a facility unless requested by the applicable hospital district.

Options Considered:

If the RHD Board does not feel that further discussion is required, then a range of funding between zero and \$4.6 million could be committed to Island Health as part of the current financial planning process. The options are outlined in three categories below:

1. *Provide no Funding for the New Facilities*

If the RHD Board chooses to provide no funding for the new facilities, then the 2024 to 2028 Annual Budget is accurate and the recommendation at the beginning of this report could be changed to:

THAT the Alberni-Clayoquot Regional Hospital District (ACRHD) Board of Directors advise Island Health that, although the Board strongly supports the development of the facilities in the region, that no

local funding will be provided for the Ucluelet Primary Care Centre and Tofino Staff Housing and Sobering and Assessment Centre as it should remain the responsibility of the Provincial Government.

2. Provide between \$0 and \$1.6 million for the New Facilities

It is staff's understanding from Island Health staff that a contribution of less than the 40% requested in the letter is possible. As a result, the ACRHD Board could provide a contribution of a lesser amount if desired. For example, 20% of the Ucluelet Primary Care Centre is approximately \$1.4 million and 20% of the Tofino Staff Housing and Sobering and Assessment Centre is approximately \$900,000.

If the RHD Board decides to provide a funding amount between \$0 and \$1.6 million, then the 2024 Reserve Fund Contribution to the Tofino General Hospital Reserve could be reduced and no 2024 tax impacts will be incurred in 2024. A possible motion could be:

THAT the Alberni-Clayoquot Regional Hospital District (ACRHD) Board of Directors approve supporting Island Health's request for the _____ facility(ies) in the amount of \$_____ and direct staff to include the allocation in the draft 2024 to 2028 Annual Budget.

3. Provide between \$1.6 million and \$4.6 for the New Facilities

If the ACRHD Board would like to support the facilities for any amount more than \$1.6 million, then borrowing will be required and/or the tax requisition will need to be increased. The amount of borrowing and costs associated would depend on the timing of the Island Health projects as the ACRHD does not provide funds until the costs are incurred by Island Health.

If the RHD Board chooses to provide a funding amount between \$1.6 million and \$4.6 million, then staff will investigate the borrowing process and options for these projects. A possible motion could be:

THAT the Alberni-Clayoquot Regional Hospital District (ACRHD) Board of Directors approve supporting Island Health's request for the _____ facility(ies) in the amount of \$_____ and direct staff to investigate borrowing options and include the allocation in the draft 2024 to 2028 Annual Plan.

Submitted by: Teri Fong
Teri Fong, CPA, CGA, Chief Financial Officer

Reviewed by: Cynthia Dick
Cynthia Dick, General Manager of Administrative Services

Approved by: Daniel Sailland
Daniel Sailland, MBA, Chief Administrative Officer

January 26, 2024

Ms. Teri Fong
Chief Financial Officer
Alberni-Clayoquot Regional District
3008 5th Avenue
Port Alberni, BC V9Y 2E3

Dear Teri:

Re: 2024/25 Capital Projects and Equipment

Island Health is requesting Alberni-Clayoquot Regional Hospital District (ACRHD) cost-sharing on our 2024/25 capital project and equipment requirements.

This year, the total amount of our project and equipment lists exceeds the \$550,000 ACRHD annual provisional budget amount and therefore have been cash flowed over multiple fiscal periods to remain within the annual provisional budget amount.

The total cost of the 2024-25 lists, broken down by projects and equipment, are as follows:

Minor Capital Projects	\$528,430.00
Equipment	\$21,570.00
2024/25 Minor Capital List Costs	\$550,000.00

Major Capital Projects:

We are also requesting \$4,638,828.00 in major capital funding for the following projects which represents 40% of the total estimated project cost:

Project Description	Site/Location	Comment	Total Cost Estimate	ACRHD 40% Funding Request Amount
Primary Care Centre	Ucluelet	Requesting 40% ACRHD cost-sharing	\$7,097,072	\$2,838,828
Staff Housing and Sobering and Assessment Centre	Tofino	Requesting 40% ACRHD cost-sharing	\$4,500,000	\$1,800,000
Total Major Capital Funding Request Amount				\$4,638,828

The Tofino General Hospital Replacement remains in the early planning stages.

Capital Planning

Located at: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

Mailing address: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

Tel: 250-519-1726 | Fax: 250-370-8689

viha.ca

Thank you for your consideration of this request.

If you have any questions, please don't hesitate to contact us.

Yours truly,



Diane MacKay
Director, Capital Planning, Real Estate and Leasing

Attachments.

cc: Kevin Daniel, Manager, Capital Planning, Central and North Island, Island Health
Jacqueline Greenard, Director, Capital Finance and Treasury, Island Health
Julie Wong, Manager, Capital Finance and Treasury, Island Health

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**Island Health 2024/25 Minor Capital Project List
Alberni-Clayoquot Regional Hospital District**

Site	Portfolio	Project Name	Total Project Cost	Cash Flow					
				Prior Years	2024/25			2025/26	2026/27
					Annual	Island Health	ACRHD		
>\$100K Projects									
West Coast General Hospital	CI/NI Com Hosps&Rural Rem Serv	WCGH Endoscopy Room renovation project	300,000	-	150,000	90,000	60,000	150,000	
Tofino General Hospital	Facilities Management	TGH AHU/Building Controls Replacement	650,000	-	300,000	180,000	120,000	350,000	
West Coast General Hospital	Facilities Management	WCGH Fire Alarm System Replacement	1,184,000	-	289,580	173,748	115,832	888,000	
		Sub-Total	\$2,134,000	\$0	\$739,580	\$443,748	\$295,832	\$1,388,000	\$0
Projects Cost-Shared by All RHDs									
Multi Sites	Tech Services & Virtual Care	Integration of BC VV with our telehealth	1,473,000	-	1,473,000	1,449,432	7,474	7,474	
Multi Sites	Tech Services & Virtual Care	North Island VM Farm & Storage Refresh	740,000	552,500	187,500	180,000	3,750	3,750	
Multi Sites	Tech Services & Virtual Care	KDC Backup Re-platform on Island	400,000	298,650	101,350	97,296	2,027	2,027	
Multi Sites	Clin Systems Engineering	Application upgrades (CBORD, WinRecs)	95,000	92,595	2,405	1,443	481	481	
Multi Sites	Tech Services & Virtual Care	Sessions and On Call Upgrade	99,000	96,595	2,405	1,401	502	502	
Multi Sites	Tech Services & Virtual Care	Digital strategy	300,000	292,400	7,600	4,560	1,520	1,520	
Multi Sites	Tech Services & Virtual Care	Enterprise data management solution	495,000	482,460	12,540	7,524	2,508	2,508	
Multi Sites	Tech Services & Virtual Care	Enhanced security to support mobile health solutions	400,000	389,865	10,135	6,081	2,027	2,027	
Multi Sites	Tech Services & Virtual Care	IDAM project	900,000	877,200	22,800	13,680	4,560	4,560	
Multi Sites	Tech Services & Virtual Care	IOT Integration with Corporate Networks	750,000	731,000	19,000	11,400	3,800	3,800	
Multi Sites	Tech Services & Virtual Care	Data lab Addition	834,000	812,870	21,130	12,678	4,226	4,226	
Multi Sites	Communications, Partnerships & Primary Care Strategy	Immersive AV technology	200,000	194,935	5,065	3,039	1,013	1,013	
Multi Sites	Tech Services & Virtual Care	Improved network framework to support Virtual care	4,900,000	4,775,860	124,140	74,484	24,828	24,828	
		Sub-Total	\$11,586,000	\$9,596,930	\$1,989,070	\$1,863,018	\$58,716	\$58,716	\$0
<\$100K Projects									
West Coast General Hospital	General Support Services	Westhaven Servery Improvement	99,000	36,295	62,705	37,623	25,082	-	
Tofino General Hospital	CI/NI Com Hosps&Rural Rem Serv	Cultural Safety Upgrades to TGH	99,000		99,000	59,400	39,600		
Bamfield Health Centre	CI/NI Com Hosps&Rural Rem Serv	Key Card System	99,000	-	99,000	59,400	39,600		
West Coast General Hospital	CI/NI Com Hosps&Rural Rem Serv	Replacement of ICU Doors on Room 1 and 2	99,000	-	99,000	59,400	39,600		
Bamfield Health Centre	Support Services & CFO	BHC - Retaining Wall Repairs	75,000		75,000	45,000	30,000		
		Sub-Total	\$471,000	\$36,295	\$434,705	\$260,823	\$173,882	\$0	\$0
		Total	\$14,191,000	\$9,633,225	\$3,163,355	\$2,567,589	\$528,430	\$1,446,716	\$0

Notes:

Definition of minor project: cost is between \$5,000 and \$1,500,000.

VANCOUVER ISLAND HEALTH AUTHORITY

2024/25 RECOMMENDED APPROVED CAPITAL EQUIPMENT - ALBERNI CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Control #	Capital #	Program	Site	Equipment Name	Budget	New / Replace
Equipment >\$100,000						
					Total Equipment > \$100,000	<u><u>-</u></u>
Equipment < \$100,000						
2024-1614	24-0010	WC Clayquot Rural Services	Bamfield	iStat 1 Analyzer	12,728	Replacement
2024-1795	24-0023	CI/NI Food Services	West Coast General Hospital	Rational Combi Oven	54,441	Replacement
2022-4153	24-0078	Laboratory Services	Tofino General Hospital	Hematology Platform - CBC Analyzer	73,338	Replacement
2024-1768	24-0079	Laboratory Services	Tofino General Hospital	Water System	21,570	Replacement
2024-1767	24-0080	Laboratory Services	West Coast General Hospital	Water System	21,570	Replacement
2023-1067	24-0081	Protection Services	West Coast General Hospital	WCGH CCTV Year 1 - Infrastructure Upgrade	86,280	Replacement
2023-1693	24-0082	West Coast Acute Services	West Coast General Hospital	WCGH OR Mammotome	88,483	Replacement
2024-1570	24-0083	West Coast Acute Services	West Coast General Hospital	Endocavitary Probe	8,682	Replacement
					Total Equipment < \$100,000	<u><u>367,092</u></u>
					Total Equipment Approved	<u><u>367,092</u></u>
					Total Possible Cost Sharing	<u><u>146,837</u></u>