



COWICHAN VALLEY REGIONAL HOSPITAL DISTRICT

NOTICE OF REGULAR HOSPITAL BOARD MEETING

DATE: Wednesday, January 11, 2017

**TIME: REGULAR SESSION
4:00 PM**

PLACE: BOARD ROOM

175 INGRAM STREET

A handwritten signature in black ink, appearing to read "Joe Barry". The signature is written in a cursive style with a large initial "J" and a long, sweeping tail.

**Joe Barry
Corporate Secretary**



REGULAR HOSPITAL BOARD MEETING AGENDA
WEDNESDAY, JANUARY 11, 2017
4:00 PM - CVRD BOARD ROOM

		PAGE
1.	<u>APPROVAL OF AGENDA</u>	
2.	<u>ADOPTION OF MINUTES</u>	
	HM1 Regular Hospital Board meeting of July 13, 2016	1
	Recommendation That the minutes of the Regular Hospital Board meeting of July 13, 2016 be adopted.	
3.	<u>BUSINESS ARISING FROM THE MINUTES</u>	
4.	<u>DELEGATIONS</u>	
	HD1 Dr. Robin Routledge and Dr. Jan Malherbe, Executive Members, Cowichan District Medical Society; and Dr. Jim Broere and Dr. Bryan Bass, Board Co-Chairs, Cowichan Division of Family Practice Re: New Hospital Petition	3
5.	<u>REPORT OF THE CHAIRPERSON</u>	
6.	<u>CORRESPONDENCE</u>	
	HC1 Alison Taylor, Chair, Cowichan District Hospital Foundation - New Hospital Campaign and Request to Erect Sign on Bell McKinnon Road Site	5
	Recommendation That the placement of an 8' X 16' sign on the proposed new hospital site (Bell McKinnon Road properties) promoting the Cowichan District Hospital Foundation's campaign for a new hospital be approved; subject to completion of all necessary signage requirements and final approval by the Municipality of North Cowichan.	

7. INFORMATION

8. COMMITTEE REPORTS

9. STAFF REPORTS

HSR1 Staff Report and PowerPoint from the Corporate Services Department Re: New Cowichan District Hospital 9

Recommendation 1. That an expenditure of up to \$500,000 for Island Health to prepare a concept plan for a new Cowichan District Hospital be approved, and that this funding be part of the final Cowichan Valley Regional Hospital District (CVRHD) funding contribution for a new hospital.

2. That a letter be sent to the Minister of Health advising that the Cowichan Valley Regional Hospital District has \$27,000,000 in reserves; are taxing \$7,000,000 annually to pay for local government's 40% share of the cost of a new Cowichan District Hospital; owns the land which is zoned for a new hospital; and has committed \$500,000 for a new hospital concept plan.

10. PUBLIC HEARINGS

11. BYLAWS

12. RESOLUTIONS

13. UNFINISHED BUSINESS

14. NOTICE OF MOTION

15. NEW BUSINESS

16. QUESTION PERIOD

17. CLOSED SESSION

Motion that the Closed Session Agenda be approved, and that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

18. ADJOURNMENT

The next Regular Hospital Board meeting will be held at the Call of the Chair, in the Board Room, 175 Ingram Street, Duncan, BC.

Minutes of the Regular meeting of the Hospital Board of the Cowichan Valley Regional District held in the Board Room, 175 Ingram Street, Duncan BC, on Wednesday, July 13, 2016 at 4:39 PM.

PRESENT Chair J. Lefebure
Director B. Day
Director M. Clement
Director K. Davis
Director M. Dorey
Director S. Furstenau
Director P. Kent
Director K. Kuhn
Director L. Iannidinardo
Director K. Marsh
Director M. Marcotte
Director I. Morrison
Director A. Nicholson
Director T. Walker

ALSO PRESENT B. Carruthers, Chief Administrative Officer
J. Barry, Corporate Secretary
M. Kueber, General Manager, Corporate Services
J. Elzinga, General Manager, Community Services
R. Blackwell, General Manager, Planning and Development
Tom Anderson, CVRHD Special Projects Manager
C. Lockrey, Manager, Strategic Services
S. Carlow, Legislative Assistant

ABSENT Director A. Stone

APPROVAL OF AGENDA

16-H16 It was moved and seconded that the agenda be approved.
MOTION CARRIED

ADOPTION OF MINUTES

HM1 Regular Hospital Board meeting of June 8, 2016

16-H17 It was moved and seconded that the minutes of the Regular Hospital Board meeting of June 8, 2016 be adopted.
MOTION CARRIED

CORRESPONDENCE

HC1 Comox Strathcona Regional Hospital District Re: Hospital District Act - Cost Sharing Authority

16-H18 It was moved and seconded that the June 28, 2016 Comox Stathcona Regional Hospital District correspondence regarding the *Hospital District Act* and cost authority be referred to staff for review.

MOTION CARRIED

CLOSED SESSION

16-H19 It was moved and seconded that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90 (1)(e) Land Acquisition; and the Regular Hospital Closed Session minutes of March 9, 2016.
4:41 pm

MOTION CARRIED

RISE FROM CLOSED SESSION

16-H22 It was moved and seconded that the Board rise without report, and return to the Open portion of the meeting.
5:25 pm

MOTION CARRIED

ADJOURNMENT

16-H23 It was moved and seconded that the meeting be adjourned.
5:25 pm

MOTION CARRIED

The meeting adjourned at 5:25 pm.

Certified Correct:

Chairperson

Corporate Secretary

Dated: _____

From: noreply@civicplus.com
To: [Shannon Carlow](#); [Tara Daly](#)
Subject: Online Form Submittal: Hospital Board
Date: Friday, December 23, 2016 9:19:53 AM

Hospital Board

Request to Appear as a Delegation at the Hospital Board

Hospital Board meets at the call of the chair.

Please Note: Contact information supplied by you and submitted with this form will become part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Hospital Board. If you do not wish this contact information disclosed, please contact the FOI Coordinator at 250-746-2507 or 1-800-665-3955 to advise.

Meeting Date 1/11/2017

Contact Information

Contact Name Valerie Nicol

Representing Cowichan District Medical Society and Cowichan Division of Family Practice

Number Attending 4

Address 203-331 St. Julien St

City Duncan

Province BC

Postal Code V9L 3S5

Telephone Number 250-732-5992

Reply Email vnicol@cvidfp.ca

Presentation Topic and Nature of Request Community petition to the Ministry of Health for a commitment, prior to the May Provincial election, to build a new hospital in Cowichan.

Do you have a PowerPoint presentation? Yes

Email not displaying correctly? [View it in your browser.](#)

December 22, 2016

Cowichan Valley Regional Hospital District
175 Ingram Street
Duncan, BC V9L 1N8

Attention: Jon Lefebure, Chair

Dear Sir:

As you may be aware, the Cowichan District Hospital Foundation (the “CDHF”) is a registered society with a mandate to improve the provision of health care services at Cowichan District Hospital and Cairnsmore Place through a variety of fundraising efforts.

The CDHF is committed to bringing a new hospital to Cowichan as expeditiously as possible. I will provide you with a brief overview of our efforts in that regard below:

In 2010, recognizing the imminent need to replace the current hospital, the CDHF established a new hospital building fund. The CDHF made an initial contribution of \$1 million dollars and also passed a resolution to dedicate 20% of all future fundraising proceeds to this fund. The CDHF contributes to this fund on an annual basis.

Last year, the CDHF dedicated its annual appeal campaign exclusively to raising funds for the new hospital. This campaign included print advertising, community mail outs, events (i.e. golf tournament and dinner auction gala) as well as a trailer wrap, all aimed at raising the profile of the new hospital project in the community. This campaign was a huge success – more than doubling funds raised though the CDHF’s previous annual appeal campaigns. The success of this campaign speaks to the urgency and importance of a new hospital to our community.

www.cdhfoundation.ca

Ph: 250-701-0399 Fax: 250-701-0339 #4 - 466 Trans Canada Hwy, Duncan, BC V9L 3R6
Registered Charity # 88899 1197RR-0001

At this time, the CDHF writes to you for two reasons: first, to seek Board permission to erect an 8 x 16 sign on the new hospital site. The sign would promote the CDHF's campaign for a new hospital. The graphic design and message would be in keeping with our current campaign material. We enclose a copy of our campaign brochure for your reference. Please advise if you require any further information in order to properly consider this request.

The second purpose of this letter is to communicate the CDHF's willingness to support the push for a new acute care facility in the Cowichan Valley in any way we can.

We look forward to the Board's response to our proposal and also to assisting with the ongoing campaign for a new hospital.

Yours very truly,



Alison D. Taylor
Chair, CDHF



Your donation towards the
new hospital
 will be felt for generations



HC1

www.cdhfoundation.ca



**With your help, we can
 bring a new hospital to
 the Cowichan Valley....**

Building a new hospital means that
 our hospital will be ready for you and
 your family when you need it most.



www.cdhfoundation.ca

*If you add a postage stamp
 it would be an added gift.*



1000006321-V9L3R6-BR01



COWICHAN DIST HOSP FOUNDATION
 C/O COWICHAN DISTRICT HOSPITAL
 4-466 TRANS CANADA HWY
 DUNCAN BC V9L 9Z9

CANADA POST		POSTES CANADA
Postage paid if mailed in Canada		Port payé si poste au Canada
Business Reply Mail		Correspondance- réponse d'affaires
0003803309		01



OUR COMMUNITY NEEDS A NEW HOSPITAL

The current Cowichan District Hospital facility opened in 1967. Since then, our community has grown significantly - making it dramatically different than it was 48 years ago. With an increased population, the demand for health care services has also escalated. It is now imperative that the hospital facility be replaced to properly accommodate the current and future health care needs of Cowichan Valley residents.

Recently, the Cowichan Valley Regional Health District identified a preferred site for the replacement of the current hospital. This announcement marks important progress towards the replacement of the hospital.

In 2010, recognizing the imminent need to replace the hospital, the Foundation established a new hospital fund. To illustrate our community's commitment to a new hospital the Foundation will allocate 100% of the funds raised from this campaign to its new hospital fund.

Please consider helping the Foundation invest in the future of health care in the Cowichan Valley.

2015 Fundraising Campaign

Enclosed is my tax deductible gift of:

\$10 \$25 \$50 \$100 \$500

\$1000 Other Amount: \$

I would like to make a monthly donation of:

\$..... by:

Credit Card Void cheque enclosed

Name :

Address :

City :

Postal Code :

Phone :

Email :

Visa Mastercard

Card No. :

Expiry Date :

Signature :

I have remembered the Cowichan District Hospital Foundation in my will.

I would like information on how to make a gift to CDHF in my will.

A receipt will be issued to acknowledge your generosity.
BN 88899 1197 RR0001

COWICHAN DISTRICT HOSPITAL FOUNDATION

Cowichan District Hospital Foundation
#4 - 466 Trans Canada Hwy Duncan, BC V9L 3R6
250-701-0399 | www.cdhfoundation.ca

Tear here

Fold over flap, seal and mail (this flap is gummed).

Tear here

Our hospital enjoys an outstanding reputation built upon the exemplary service it provides to our community. At the Foundation, we believe that the Cowichan District Hospital embodies its slogan: *"exceptional care, exceptional people"*. However, we are eager to add: *"exceptional facility"* to that slogan by raising funds for a new, exceptional hospital.

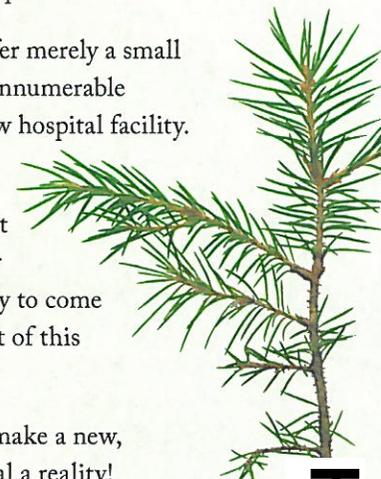
A new facility will benefit our community in a variety of ways. To name a few, a new hospital will:

- have the physical capacity to accommodate our community;
- offer an expanded range of diagnostic and treatment procedures;
- meet current building code and seismic standards; and
- permit our community to attract and retain medical professionals.

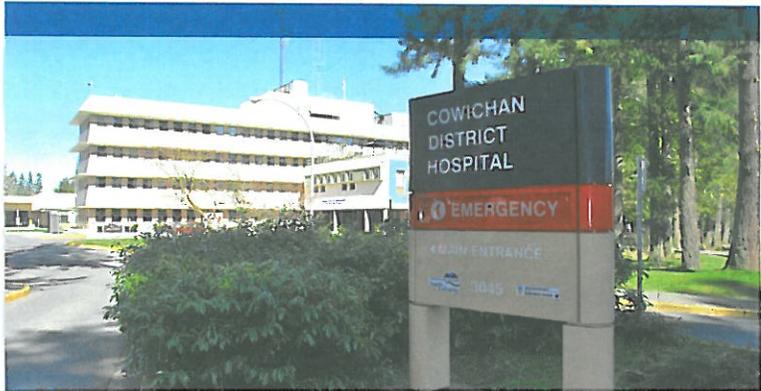
These examples offer merely a small illustration of the innumerable advantages of a new hospital facility.

Now, more than ever, it is important to demonstrate our community's ability to come together in support of this important project.

Together, we can make a new, exceptional hospital a reality!



HC1





STAFF REPORT TO THE BOARD

DATE OF REPORT January 4, 2017
MEETING TYPE & DATE Hospital Board Meeting of January 11, 2017
FROM: Corporate Services Department
SUBJECT: Proposed New Cowichan District Hospital
FILE:

PURPOSE/INTRODUCTION

The purpose of this report is to update the Board on the status of our three properties on Bell McKinnon Road and to obtain direction on how we should move forward on our Cowichan District Hospital replacement initiative.

RECOMMENDED RESOLUTION

1. That an expenditure of up to \$500,000 for Island Health to prepare a concept plan for a new Cowichan District Hospital be approved, and that this funding be part of the final Cowichan Valley Regional Hospital District (CVRHD) funding contribution for a new hospital.
2. That a letter be sent to the Minister of Health advising that the Cowichan Valley Regional Hospital District has \$27M in reserves; are taxing \$7M annually to pay for local government's 40% share of the cost of a new Cowichan District Hospital; owns the land which is zoned for a new hospital; and has committed \$500,000 for a new hospital concept plan.

BACKGROUND

Since our last report to the Board in early July, the Municipality of North Cowichan adopted the proposed Hospital Zoning Bylaw No. 3618 on July 20, 2016. Possession of the properties took place in September and mid-October. As such, the CVRHD now owns three properties on Bell McKinnon Road totalling 9 hectares (22 acres).

THE PROPERTIES UPDATE

The properties all have structures located on them that require our attention. The following is an update on their status. The intent is to have all the structures removed from the property in order to reduce our liability. However, as there is some life left in some of the structures, attempts are first being made to determine if any revenues can be made and, if that is not possible, then we will proceed to remove or demolish them as cost efficiently as possible.

6751 BELL MCKINNON ROAD

This 4 hectare (10 acre) property has a 2,500 square foot 1970s house, barn and two small outbuildings.

A Hazardous Materials Assessment has been completed on all structures to determine the extent of any hazardous materials such as asbestos or lead paint that may need to be removed or treated before any of the structures can be removed or demolished.

An advertisement was placed requesting offers from the general public who may be interested in acquiring and moving the house to a new location. If the house could be moved rather than demolished, the amount of hazardous material required to be removed would be substantially reduced as portions of the house could remain intact and any hazardous materials would not be

disturbed. To date there has been no interest received regarding the house. As such, it would appear that the house will have its hazardous materials removed and be demolished.

The barn has been advertised to determine if there is any interest in this structure. To date, there has been no interest expressed by the public in this structure. However, a demolition and repurposing company in Nanaimo has expressed an interest in dismantling the barn and taking the useable materials and products out of the house, advertising and selling them off the property in the Spring with revenues to be shared with the Hospital District.

The two small outbuildings located on the property are of such poor quality that they will be demolished at the appropriate time.

6771 BELL MCKINNON ROAD

This .4 hectare (1 acre) property is the smallest of the properties we have acquired. It has a small house and outbuildings and is currently being rented back to the previous owner and will be for the foreseeable future.

6793 BELL MCKINNON ROAD

This 4 hectare (10 acre) property has a 1,000 square foot 1950s house, 1,600 square foot outbuilding and two smaller outbuildings.

A Hazardous Materials Assessment has been completed on all structures to determine the extent of any hazardous materials such as asbestos or lead paint that may need to be removed or treated before any of the structures can be removed or demolished.

The house is in very poor shape and would probably not survive a move to another property. As such, meetings have been held with the Municipality of North Cowichan Fire Rescue representatives who are very interested in using the house for training their members. Ultimately, the structure would be burned as part of their final practice session. Prior to that, the house would have to be cleaned of any hazardous materials.

The large 25' x 60' outbuilding is approximately 10 years old, is 2 x 6 construction, fully insulated and has a metal roof and siding. Advertisements placed requesting offers did not generate any firm interest. As the structure is in very good shape, efforts were then made to see if there were any non-profit organizations in the area interested in dismantling and relocating this structure to another property at their expense. The Cowichan Exhibition Society has agreed to dismantle the structure and move it to their property for use as storage building(s).

The two small outbuildings are of such poor quality they will be demolished at the appropriate time.

With regard to making an effort to generate some revenue from both properties, contact has been made with the Victoria, Nanaimo and Vancouver Film Commissions to determine if there are any film companies that may be interested in using or abusing our now empty structures. Return messages indicate a real interest in such an opportunity and word has now gone out to location managers working in BC. A short period of time will be given to determine if anything comes of this initial interest.

TOWARDS ACHIEVING A NEW HOSPITAL

Meetings were held with the Provincial Minister of Health, Terry Lake in early July when he toured the Cowichan District Hospital and in September at the UBCM Convention. On both occasions, Minister Lake outlined that the next step in the process to replace our hospital is that a Concept Plan would have to be undertaken by Island Health. While positive remarks were received from the Minister that our hospital was one of the top provincial priorities for replacement, no formal

commitment has been received nor timeframe provided, to begin the next phases of the process.

ANALYSIS

There are now other valley health related organizations stepping up in efforts to increase public awareness and secure provincial funding for our new hospital. It may be appropriate for the CVRHD to take some form of leadership role to ensure that such efforts are organized appropriately.

However, at this time it is important that the CVRHD forward a letter to the Provincial Minister of Health, Premier, and Island Health, updating them on the work we have accomplished with regard to setting aside approximately \$27 million in our reserve budget and purchasing the site that now has the appropriate zoning for a new hospital. In addition, the Hospital District should commit \$500,000 towards the costs associated with undertaking the Concept Plan so that Island Health can begin work immediately.

It should be noted that while some discussions have taken place with Directors regarding funding the Concept Plan, no formal resolution has been passed committing the \$500,000 expected cost. A formal resolution is included in this report to that effect.

FINANCIAL CONSIDERATIONS

As stated above, the \$500,000 estimated cost of the Concept Planning process is available through our Reserve Budget. All costs that we have been experiencing through expenditures for technical studies, legal and consulting fees as well as purchase of the land are subject to reimbursement through the 40 – 60% split arrangement on Capital expenditures with Island Health and this will apply to the Concept Plan as well.

COMMUNICATION CONSIDERATIONS

That the CVRHD collaborates with Island Health on news releases regarding the CDH replacement.

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

The replacement of the Cowichan District Hospital is identified as a priority in the CVRD Strategic Plan.

Referred to (upon completion):

- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology*)
- Engineering Services (*Environmental Services, Capital Projects, Water Management, Recycling & Waste Management*)
- Planning & Development Services (*Community & Regional Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:



Tom Anderson
Special Projects Manager

Reviewed by:

Not Applicable
Not Applicable



Mark Kueber, CPA, CGA
General Manager

Reviewed for Form and Content and Approved for Submission to the Board:
Chief Administrative Officer's Comments / Concurrence



Brian Carruthers
Chief Administrative Officer

ATTACHMENT A – Island Health Correspondence dated January 5, 2017

Excellent care, for everyone,
everywhere, every time.



January 5, 2017

CLIFF # 18060

Mr. Mark Kueber
General Manager Corporate Services
Cowichan Valley Regional Hospital District (CVRHD)
175 Ingram Street
Duncan BC V9L 1N8

Dear Mr. Kueber:

Re: Cowichan District Hospital – Concept Plan

I am writing to advise you that the Ministry of Health has approved proceeding with the concept plan for the Cowichan District Hospital (CDH) replacement.

The concept plan provides Island Health and the Ministry with an opportunity to consider the need for the project, alternatives for addressing the need and an assessment of financial implications (capital and operating). A completed concept plan is forwarded to the Ministry for consideration and approval before developing a more detailed business plan. The business plan is prepared for government’s approval before committing to a capital project.

I understand the Cowichan Valley Regional Hospital District (CVRHD) has agreed to fund the costs of concept plan development. To the extent possible, Island Health plans to use existing staff to prepare the concept plan. However, it is expected that funding will be required for certain tasks such as data analysis and developing space requirements and a capital cost estimate. A budget to prepare the concept plan has not yet been developed but a preliminary estimate is \$300,000 to \$500,000.

I would like to thank the CVRHD for your significant contribution and support towards this important project. If you require any further information, please contact me at (250) 370-8912.

Yours truly,

Chris Sullivan
Director, Capital Planning

Proposed New 14 Cowichan District Hospital Update











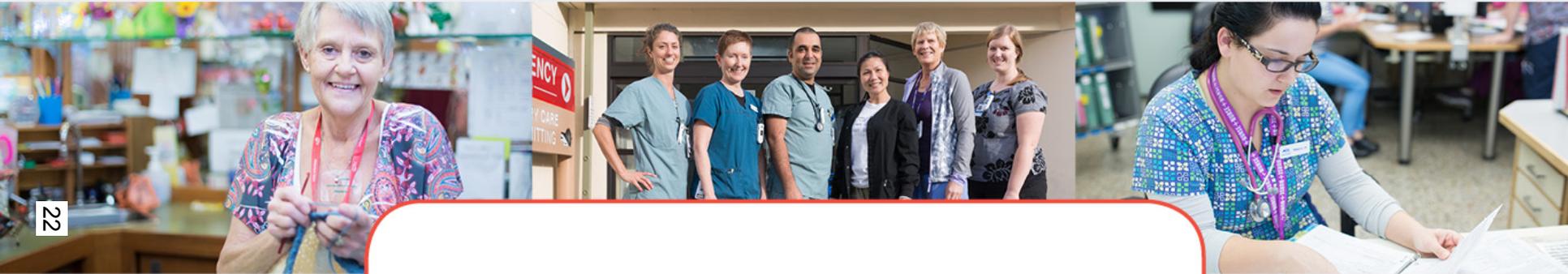
Concept Plan

Recommended Resolution

1. That an expenditure of up to \$500,000 for Island Health to prepare a concept plan for a new Cowichan District Hospital be approved, and that this funding be considered part of the final Cowichan Valley Regional Hospital District funding contribution for a new hospital.
2. That a letter be sent to the Minister of Health advising that the Cowichan Valley Regional Hospital District has \$27M in reserves; are taxing \$7M annually to pay for local government's 40% share of the cost of a new Cowichan District Hospital; owns the land which is zoned for a new hospital; and has committed \$500,000 for a new hospital concept plan.



A New Site
for a New
CDH



22

Thank you!



Cowichan Valley Regional Hospital District

HSR1