



SUNSHINE COAST REGIONAL HOSPITAL DISTRICT



BOARD MEETING TO BE HELD IN THE BOARDROOM OF THE REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, BC

Thursday, March 23, 2017

AGENDA

CALL TO ORDER 1:00 p.m.

AGENDA

1. Adoption of Agenda

PETITIONS and DELEGATIONS

MINUTES

2. Sunshine Coast Regional Hospital District Board Meeting Minutes of February 23, 2017

Annex A
Pages 1-3

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

REPORTS

3. General Manager, Corporate Services / Chief Financial Officer – 2017 Sunshine Coast Regional Hospital District Final Budget

Annex B
pp. 4-6

COMMUNICATIONS

MOTIONS

BYLAWS

1. *Sunshine Coast Regional Hospital District Annual Budget Bylaw No. 86, 2017*
- first, second, third readings and adoption

Annex C
pp. 7-8

NEW BUSINESS

IN CAMERA

ADJOURNMENT



SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

February 23, 2017

MINUTES OF THE MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL HOSPITAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	F. Mauro
	Directors	G. Nohr L. Lewis M. Lebbell I. Winn D. Wright (part) J. Valeriote
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	GM, Corporate Services / Chief Financial Officer	T. Perreault
	Sr. Mgr., Administration and Legislative Services	A. Legault
	Administrative Assistant / Recorder	T. Crosby
	Media	1
	Public	0

CALL TO ORDER 1:00 p.m.

AGENDA **It was moved and seconded**

009/17 THAT the agenda for the meeting be adopted as amended, as follows:

- New Business: Director Nohr – Arrowhead Clubhouse Society
VERBAL

CARRIED

MINUTES

Minutes **It was moved and seconded**

010/17 THAT the Inaugural Board meeting minutes of January 12, 2017 be adopted as presented.

CARRIED

REPORTS

2016 Audit **It was moved and seconded**

011/17 THAT the report titled BDO Audit Planning Letter be received;

AND THAT the Audit Planning Communication from BDO Canada LLP for the Audit of the Financial Statements of the Sunshine Coast Regional Hospital District (SCRHD) for the year ended December 31, 2016 be received.

CARRIED

COMMUNICATIONS

Residential Care **It was moved and seconded**

012/17 THAT the correspondence from the Honourable Terry Lake, Minister of Health regarding long-term residential care services on the Sunshine Coast be received.

CARRIED

Residential Care **It was moved and seconded**

013/17 THAT the correspondence from the Ministry of Health, Population and Public Health regarding regulation of onsite sewage management in BC and residential care services on the Sunshine Coast be received.

CARRIED

NEW BUSINESS

Arrowhead **It was moved and seconded**

014/17 THAT Director Nohr's verbal report regarding Arrowhead Clubhouse Society be received;

AND THAT a letter be written to Vancouver Coastal Health supporting a meeting between Vancouver Coastal Health and the Arrowhead Clubhouse Society.

CARRIED

Director Wright joined the meeting 1:12 p.m.

The Board moved In Camera at 1:13 p.m.

IN CAMERA It was moved and seconded

015/17 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”;

CARRIED

The Board moved out of In Camera at 1:23 p.m.

Bid Package 03 It was moved and seconded

016/17 THAT Vancouver Coastal Health’s (VCH) request for additional funds be denied.

CARRIED

ADJOURNMENT It was moved and seconded

017/17 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 1:23 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

SUNSHINE COAST REGIONAL HOSPITAL DISTRICT STAFF REPORT

TO: Sunshine Coast Regional Hospital District Board – March 23, 2017
AUTHOR: Tina Perreault, General Manager, Corporate Services / Chief Financial Officer
SUBJECT: 2017 SUNSHINE COAST REGIONAL HOSPITAL DISTRICT (SCRHD) FINAL BUDGET

RECOMMENDATION(S)

THAT the report titled 2017 Sunshine Coast Regional Hospital District (SCRHD) Final Budget be received;

AND THAT the 2017 SCRHD Budget be approved as presented in preparation for adoption.

BACKGROUND

The Sunshine Coast Regional Hospital District Board (SCRHD) passed the following resolution at the December 1, 2017 SCRHD Board meeting, excerpt as follows:

2017 Provisional Budget

It was moved and seconded

39/16

THAT the General Manager, Corporate Services / Chief Financial Officer’s report titled 2017 Sunshine Coast Regional Hospital District (SCRHD) Provisional Budget be received;

AND THAT the SCRHD 2017 Provisional Budget be adopted presented and attached to and form part of these minutes.

DISCUSSION

Attached is a copy of the Draft 2017 SCRHD Budget in preparation for adoption as well as the staff report that went to the December 1, 2016 SCRHD meeting detailing the changes from 2016. The changes in assessment coupled with a reduced administrative costs as a result of cost savings in 2016 (surplus) have reduced the net change in the residential tax rate down to –19.90% from the projected -4.93% estimated in the Provisional Budget.

CONCLUSION

The Budget Bylaw is included in the agenda in preparation for adoption.

Attachments:

1. 2017 Draft Final 2017 SCRHD Budget
2. 2017 Provisional Budget

Reviewed by:			
Manager		Finance	X-TP
GM		Legislative	
CAO	X-JL	Other	

SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

2017 Budget

	Budget 2017 Budget 2016		2016 - 2017	
			\$ Change	% Change
REVENUE				
Tax Requisition	\$ 1,802,876	\$ 1,861,387	(58,511)	-3.14%
Less:				
2015 Tax Requisition Overage	\$ -	\$ (272,232)	272,232	
Interest Earned on Tax Overage	\$ -	\$ (1,760)	1,760	
Total Tax Requisition	\$ 1,802,876	\$ 1,587,395	215,481	
Grants in Lieu of Taxes	1,300	1,300	-	
Interest Revenues - Operating Funds	5,000	5,000	-	
Transfer from Sec 20 Reserves-Carry Over	631,894	547,894	84,000	15.33%
Surplus - Operating	-	-	-	
Surplus - Operating-Carry Over	652,125	409,276	242,849	59.34%
Interest Revenue - On debenture investments	10,000	25,000	(15,000)	-60.00%
TOTAL REVENUE	\$ 3,103,195	\$ 2,575,865	\$ 527,330	20.47%
EXPENDITURES				
Debt Payments				
- Principal	\$ 510,353	\$ 510,354	(1)	0.00%
- Interest	726,170	726,170	-	0.00%
- Short Term Interest	-	-	-	
Admin expenses - S 17(2)	54,153	112,663	(58,510)	-51.93%
Other Expenditures - Grant Sechelt Hospital Auxillary	3,500	3,500	-	0.00%
Minor Capital Expenditures- Current Year	240,000	240,000	-	0.00%
Minor Capital Expenditures- Carry-Over Prior Year	652,125	409,276	242,849	
Additional Minor Capital Expenditures-Carry Over	631,894	547,894	84,000	
Additional Minor Capital Expenditures	-	-	-	
Transfer to Reserves	275,000	275,000	-	0.00%
Transfer to Approp. Capital Surplus	10,000	25,000	(15,000)	-60.00%
Less:				
Tax Requisition repayment	-	(272,232)	(272,232)	100.00%
Interest Earned on Tax Overage	\$ -	\$ (1,760)	(1,760)	-100.00%
TOTAL EXPENDITURES	\$ 3,103,195	\$ 2,575,865	\$ 527,330	20.47%
Surplus (deficit)	\$ -	\$ -		
Budgeted Residential Tax Rate (per \$100,000 of assessed value)	\$ 15.22	\$ 19.00	\$ (3.78)	-19.90%

Major Capital Projects

Sechelt Hospital Expansion Project - \$44.150 million total budget

Project Cost	Prior Years Spent	2017	2018	2019	2020	2021	Total
VCH share (60%)	23,850,000						23,850,000
Ministry of Health & Sechelt Hospital Foundation	4,400,000						4,400,000
SCRHD share (40%)	13,238,231	2,661,769					15,900,000
Total Project cost	41,488,231	2,661,769					44,150,000
	94%	6%	0%				100.00%

note: subject to revised construction schedule

SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

Debt Payments

	2017	2018	2019	2020	2021
Existing Debt - Prior to Hospital Expansion Project					
Principal	7,909	7,909	7,909	-	-
Interest	5,010	5,010	5,010	-	-
Annual Payment	12,919	12,919	12,919	-	-
Hospital Expansion - 14.7mil borrowed in 07					
Principal	502,445	502,445	502,445	502,445	502,445
Interest	721,160	721,160	721,160	721,160	721,160
Total Annual Payment	1,223,605	1,223,605	1,223,605	1,223,605	1,223,605
Total Annual Debt Payment Costs	1,236,523	1,236,523	1,236,524	1,223,605	1,223,605

SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

2017 Provisional Budget

	Budget 2017		Budget 2016		2016 - 2017	
					\$ Change	% Change
REVENUE						
Tax Requisition	\$ 1,846,850	\$ 1,861,387			(14,537)	-0.78%
Less:					-	
2015 Tax Requisition Overage	\$ -	\$ (272,232)			272,232	
Interest Earned on Tax Overage	\$ -	\$ (1,760)			1,760	
Total Tax Requisition	\$ 1,846,850	\$ 1,587,395			259,455	
Grants in Lieu of Taxes	1,300	1,300			-	
Interest Revenues - Operating Funds	5,000	5,000			-	
Transfer from Sec 20 Reserves-Carry Over	631,894	547,894			84,000	15.33%
Surplus - Operating	-	-			-	
Surplus - Operating-Carry Over	652,125	409,276			242,849	59.34%
Interest Revenue - On debenture investments	10,000	25,000			(15,000)	-60.00%
TOTAL REVENUE	\$ 3,147,169	\$ 2,575,865			\$ 571,304	22.18%
EXPENDITURES						
Debt Payments						
- Principal	\$ 510,353	\$ 510,354			(1)	0.00%
- Interest	726,170	726,170			-	0.00%
- Short Term Interest	-	-			-	
Admin expenses - S 17(2)	98,127	112,663			(14,536)	-12.90%
Other Expenditures - Grant Sechelt Hospital Auxillary	3,500	3,500			-	0.00%
Minor Capital Expenditures- Current Year	240,000	240,000			-	0.00%
Minor Capital Expenditures- Carry-Over Prior Year	652,125	409,276			242,849	
Additional Minor Capital Expenditures-Carry Over	631,894	547,894			84,000	
Additional Minor Capital Expenditures	-	-			-	
Transfer to Reserves	275,000	275,000			-	0.00%
Transfer to Approp. Capital Surplus	10,000	25,000			(15,000)	-60.00%
Less:						
Tax Requisition repayment	-	(272,232)			(272,232)	100.00%
Interest Earned on Tax Overage	-	(1,760)			(1,760)	-100.00%
TOTAL EXPENDITURES	\$ 3,147,169	\$ 2,575,865			\$ 571,304	22.18%
Surplus (deficit)	\$ -	\$ -				
Budgeted Residential Tax Rate (per \$100,000 of assessed value)	\$ 18.85	\$ 19.83			\$ (0.98)	-4.93%

Major Capital Projects

Sechelt Hospital Expansion Project - \$44.150 million total budget

Project Cost	Prior Years						Total
	Spent	2017	2018	2019	2020	2021	
VCH share (60%)	23,850,000						23,850,000
Ministry of Health & Sechelt Hospital Foundation	4,400,000						4,400,000
SCRHD share (40%)	13,238,231	2,661,769					15,900,000
Total Project cost	41,488,231	2,661,769	-	-	-	-	44,150,000
	94%	6%	0%				100.00%

note: subject to revised construction schedule

SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

Debt Payments

	2017	2018	2019	2020	2021
Existing Debt - Prior to Hospital Expansion Project					
Principal	7,909	7,909	7,909	-	-
Interest	5,010	5,010	5,010	-	-
Annual Payment	12,919	12,919	12,919	-	-
Hospital Expansion - 14.7mil borrowed in 07					
Principal	502,445	502,445	502,445	502,445	502,445
Interest	721,160	721,160	721,160	721,160	721,160
Total Annual Payment	1,223,605	1,223,605	1,223,605	1,223,605	1,223,605
Total Annual Debt Payment Costs	1,236,523	1,236,523	1,236,524	1,223,605	1,223,605

SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

BYLAW NO. 86

A bylaw to adopt the Annual Budget for the year 2017

The Board of the Sunshine Coast Regional Hospital District in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as the *Sunshine Coast Regional Hospital District Annual Budget Bylaw No. 86, 2017.*
2. Schedule "1" attached hereto, and forming part of this bylaw, is hereby adopted as the Annual Budget for the Sunshine Coast Regional Hospital District for the fiscal year ending December 31, 2017.

READ A FIRST TIME this 23rd day of March, 2017

READ A SECOND TIME this 23rd day of March, 2017

READ A THIRD TIME this 23rd day of March, 2017

ADOPTED this 23rd day of March, 2017

SECRETARY

CHAIR

Schedule 1
SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

2017 Budget

	Budget 2017 Budget 2016		2016 - 2017	
			\$ Change	% Change
REVENUE				
Tax Requisition	\$ 1,802,876	\$ 1,861,387	(58,511)	-3.14%
Less:				
2015 Tax Requisition Overage	\$ -	\$ (272,232)	272,232	
Interest Earned on Tax Overage	\$ -	\$ (1,760)	1,760	
Total Tax Requisition	\$ 1,802,876	\$ 1,587,395	215,481	
Grants in Lieu of Taxes	1,300	1,300	-	
Interest Revenues - Operating Funds	5,000	5,000	-	
Transfer from Sec 20 Reserves-Carry Over	631,894	547,894	84,000	15.33%
Surplus - Operating	-	-	-	
Surplus - Operating-Carry Over	652,125	409,276	242,849	59.34%
Interest Revenue - On debenture investments	10,000	25,000	(15,000)	-60.00%
TOTAL REVENUE	\$ 3,103,195	\$ 2,575,865	\$ 527,330	20.47%
EXPENDITURES				
Debt Payments				
- Principal	\$ 510,353	\$ 510,354	(1)	0.00%
- Interest	726,170	726,170	-	0.00%
- Short Term Interest	-	-	-	
Admin expenses - S 17(2)	54,153	112,663	(58,510)	-51.93%
Other Expenditures - Grant Sechelt Hospital Auxillary	3,500	3,500	-	0.00%
Minor Capital Expenditures- Current Year	240,000	240,000	-	0.00%
Minor Capital Expenditures- Carry-Over Prior Year	652,125	409,276	242,849	
Additional Minor Capital Expenditures-Carry Over	631,894	547,894	84,000	
Additional Minor Capital Expenditures	-	-	-	
Transfer to Reserves	275,000	275,000	-	0.00%
Transfer to Approp. Capital Surplus	10,000	25,000	(15,000)	-60.00%
Less:				
Tax Requisition repayment	-	(272,232)	(272,232)	100.00%
Interest Earned on Tax Overage	\$ -	(1,760)	(1,760)	-100.00%
TOTAL EXPENDITURES	\$ 3,103,195	\$ 2,575,865	\$ 527,330	20.47%
Surplus (deficit)	\$ -	\$ -		
Budgeted Residential Tax Rate (per \$100,000 of assessed value)	\$ 15.22	\$ 19.00	\$ (3.78)	-19.90%

Major Capital Projects

Sechelt Hospital Expansion Project - \$44.150 million total budget

Project Cost	Prior Years Spent	2017	2018	2019	2020	2021	Total
VCH share (60%)	23,850,000						23,850,000
Ministry of Health & Sechelt Hospital Foundation	4,400,000						4,400,000
SCRHD share (40%)	13,238,231	2,661,769					15,900,000
Total Project cost	41,488,231	2,661,769					44,150,000
	94%	6%	0%				100.00%

note: subject to revised construction schedule

SUNSHINE COAST REGIONAL HOSPITAL DISTRICT

Debt Payments

	2017	2018	2019	2020	2021
Existing Debt - Prior to Hospital Expansion Project					
Principal	7,909	7,909	7,909	-	-
Interest	5,010	5,010	5,010	-	-
Annual Payment	12,919	12,919	12,919	-	-
Hospital Expansion - 14.7mil borrowed in 07					
Principal	502,445	502,445	502,445	502,445	502,445
Interest	721,160	721,160	721,160	721,160	721,160
Total Annual Payment	1,223,605	1,223,605	1,223,605	1,223,605	1,223,605
Total Annual Debt Payment Costs	1,236,523	1,236,523	1,236,524	1,223,605	1,223,605