

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT
AGENDA
THURSDAY, FEBRUARY 27, 2025

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>CALL TO ORDER</u>	
	<u>AGENDA - February 27, 2025</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
2-4	Stuart-Nechako Regional Hospital District Meeting Minutes - February 13, 2025	Approve
	<u>DELEGATIONS</u>	
5-10	<u>NORTHERN HEALTH - via Zoom</u> Michael Hofer, Executive Director, Capital Planning, Facilities Operations and Logistics RE: Stuart Lake Hospital Redevelopment Project Status Vanderhoof Primary Care Medical Clinic Replacement of St. John Hospital (Vanderhoof) - Predicted Costs & Timing	
	<u>NORTHERN HEALTH - via Zoom</u> Daryl Petsul, Senior Operations Officer (Interim), Northern Interior Rural RE: Emergency Room Diversions	
	<u>REPORTS</u>	
11-12	John Illes, Treasurer - Transfer of Capital Equipment Recommendation	
13-14	John Illes, Treasurer - Expected Northern Health Funding Requests 2025-2029	Receive
	<u>VERBAL REPORTS</u>	
	<u>RECEIPT OF VERBAL REPORTS</u>	
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT**MEETING MINUTES****THURSDAY, FEBRUARY 13, 2025**

PRESENT: Chair Judy Greenaway

Directors Martin Elphee
Clint Lambert
Linda McGuire
Shirley Moon – via Zoom
Kevin Moutray
Mark Parker
Henry Wiebe

Directors Michael Riis-Christianson, Electoral Area B (Burns Lake Rural)
Absent Sarrah Storey, Village of Fraser Lake

Alternate Director Audrey Fennema, Village of Fraser Lake

Staff Curtis Helgesen, Secretary
Cheryl Anderson, Acting Secretary
John Illes, Treasurer
Wendy Wainwright, Confidential Clerk

Others Shane Brienen, District of Houston – arrived at 3:24 p.m., left at 3:30 p.m.
Taylor Turkington, CPA, Beswick Hildebrandt Lund Chartered Professional Accountants – via Zoom – left at 3:17 p.m.

CALL TO ORDER

Chair Greenaway called the meeting to order 3:07 p.m.

AGENDAMoved by Director Moutray
Seconded by Director McGuireSNRHD.2025-2-1

"That the Stuart-Nechako Regional Hospital District Agenda of February 13, 2025 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Stuart-Nechako Regional Hospital District Meeting Minutes – January 23, 2025 Moved by Director Lambert
 Seconded by Director Parker

SNRHD.2025-2-2 “That the minutes of the Stuart-Nechako Regional Hospital District meeting of January 23, 2025 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BESWICK HILDEBRANDT LUND CHARTERED PROFESSIONAL ACCOUNTANTS – Taylor Turkington, CPA Re: 2024 Audit – via Zoom

Chair Greenaway welcomed Taylor Turkington, CPA, Beswick Hildebrandt Lund Chartered Professional Accountants.

Mr. Turkington provided an overview of the following:

- Management’s Responsibility for the Financial Statements
- Independent Auditor’s Report
- Auditor’s Responsibilities for the Audit of the Financial Statements
- Statement of Financial Position
- Statement of Operations
- Statement of Cash Flows
- Notes to the Financial Statements.

Chair Greenaway thanked Mr. Turkington for attending the meeting.

REPORTS

Audited Financial Statements 2024 Moved by Director McGuire
 Seconded by Director Parker

SNRHD.2025-2-3 “That the Board of the Stuart-Nechako Regional Hospital District approve the Financial Statements for the year ending December 31, 2024 and receive the auditor’s report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Completed Assessment Roll for 2025 Moved by Director Parker
 Seconded by Director Elphee

SNRHD.2025-2-4 “That the Board receive the Treasurer’s Completed Assessment Roll for 2025 memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

The following was discussed:

- Northern Health will be attending the February 27, 2025 SNRHD Meeting
 - Requesting an update regarding:
 - Long-term planning for the replacement of the Vanderhoof Hospital
 - Vanderhoof Primary Care Facility progress
- 2024 Hospital District Tax Rates Sample Community of Vanderhoof – 1.185 tax rate per \$1,000
- Potential market decrease in 2026 due to mill closures.

CORRESPONDENCE

Regional Hospital Districts Letter to the Honourable Josie Osborne, MLA, Minister of Health and the Honourable Bowinn Ma, MLA, Minister of Infrastructure Moved by Director Parker
 Seconded by Director Lambert

SNRHD.2025-2-5

“That the Board receive the Regional Hospital Districts Letter to the Honourable Josie Osborne, MLA, Minister of Health and the Honourable Bowinn, Ma, MLA, Minister of Infrastructure.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Northern Health Capital Budget Meeting Chair Greenaway noted that she will be attending a meeting regarding Northern Health Capital Budgets and any questions can be forwarded to Treasurer Illes prior to February 25th.

ADJOURNMENT

Moved by Director Lambert
 Seconded by Director Elphee

SNRHD.2025-2-6

“That the meeting be adjourned at 3:28 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Judy Greenaway, Chairperson

Wendy Wainwright, Confidential Secretary

BRIEFING NOTE

Date:	February 27, 2025	
Agenda item	Stuart Lake Hospital Redevelopment Project Status Report	
Purpose:	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Seeking direction	<input type="checkbox"/> Decision
Prepared for:	Stuart-Nechako Regional Hospital District	
Prepared by:	Anthony Radman – Infrastructure BC	
Reviewed by:	Mike Hoefer - Executive Director, Capital Planning, Facilities Operations and Logistics	

Issue & Purpose

The following provides an update on Stuart Lake Hospital Redevelopment Project (Project).

Background:

The Business Plan was approved by Government in February 2020. The project team conducted a market outreach exercise at that time to help assess whether a competitive Design-Build process would be successful. In March 2020, the Northern Health Capital Project Board (Project Board) approved that the Project would proceed as a Progressive Design-Build. In July 2020 the Project Board approved the results of the Request for Qualification evaluation, shortlisting three teams who were invited to participate in the Design Early Works Agreement (DEWA) Request for Proposal (RFP) and prepare proposals to enter into a DEWA with Northern Health and design the new hospital. In December 2020, Project Board approved the selection of the Graham Design Builders (Graham working with ZGF Architects) to execute the DEWA and participate in the Design Build Agreement (DBA) RFP. Based on the subsequent successful advancement of the design by Graham (December 2020 – April 2022), and the negotiations by the project team which concluded that value is provided to Northern Health and BC Taxpayers at the current price given market conditions, Project Board provided its approval April 11, 2022 to execute the DBA. The DBA was executed on April 14, 2022 at a final price of \$127,152,943.

With the execution of the DBA, the procurement process is now considered closed and the project is now in the “implementation phase”.

Key Actions and Progress:

The Project team has been focused on the following activities:

Implementation Process - High-Level Update:

- Interior work consisting of addressing deficiencies and warranty item corrections.
- Operational readiness and move-in preparation activities.
- Commissioning.
- Patient move-in to new building.
- Primary Care move-in to new building.
- The new Fort St. James Hospital and Health Centre was opened to the public on January 14, 2025, and the Primary Care Clinic opened on January 20, 2025.

Design and Construction Process Update:

- Design:
 - The team continued to focus on resolving any design issues related to warranty, non-compliances and changes.
- Construction continues to advance and is focused on the following activities:
 - Continuing to address construction deficiencies, primarily in the interior
 - Doors and hardware and door programming adjustments.
 - Acoustic remedial activities are ongoing, with acoustic re-testing completed.
- Relocation Activities:
 - Patients transfer/move-in to new building, January 14, 2025
 - Primary Care Clinic first day of operation in the new building, January 20, 2025
- Demolition:
 - The Prime Contractor responsibilities for the “old facility/hospital” transferred over to Graham January 23, 2025.
 - Graham currently preparing for demolition of the old hospital.

There have been no security breaches onto the site by trespassers.

Schedule – High Level:

Activity	Baseline Schedule at May 31, 2022	Schedule at March 15, 2024	Status
Design-Build Agreement Execution	April 14, 2022		Complete
Design			
Draft 95% Design Submittal	June 15, 2022		Complete
95% Design Submittal	July 21, 2022	August 2, 2022	Complete
100% Design Submittal	August 29, 2022	November 24, 2022	Complete
Construction			
Graham Site Mobilization	May 30, 2022		Complete
Earthwork Commences	June 6, 2022	June 6, 2022	Complete
Foundations Commence	August 2022	August 2022	Complete
Structural Steel Commences	January 2023	February 2023	Complete
Building Substantially Watertight	September 2023	November 2023	Complete
Building Substantial Completion	September 2024	October 2024	Complete
Patients Transitioning to New Building	October 1 2024 to December 29, 2024	January 2025	Complete
Project Substantial Completion	September 2025	September 2025	On Schedule

Local Business and Labour Demographics

The design-builder reached Substantial Completion on October 8, 2024. As a result, Design-Builder site construction activities and staff have been significantly reduced and tracking of local labour demographics has ended.

Project:	Vanderhoof Primary Care Medical Clinic
Project Phase:	Design Development
Date:	February 18, 2025
To:	Stuart Nechako Regional Hospital District
From:	Jasbir Bhamra, Regional Director, Capital Planning & Projects
Reviewed by:	Mike Hofer, Executive Director, Capital Planning, Facilities Operations & Logistics

February 2025 Update

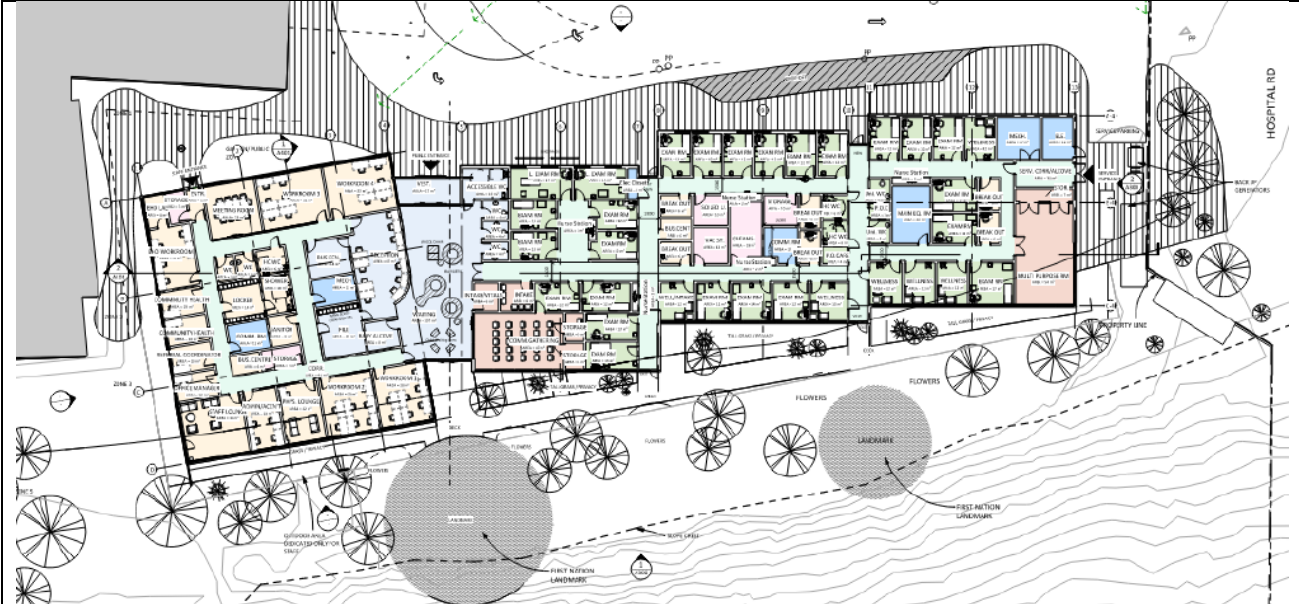
The purpose of this project is to create an integrated primary care model by co-locating both primary care and community health teams in Vanderhoof to provide patients with multiple services in one place. This is achieved by locating the Northern Health Community Health Services' Interprofessional Team (IPT) and members of the community's only primary care practice team, Omineca Health Clinic, together in one location. The project entails construction of a new ~1,900 m² facility on the St. John Hospital campus, via Design-Bid-Build procurement.

The Project Team reports the following ongoing activities:

- Design Development
 - Detail design for each of the areas in and around the facility including elevation, materials, landscaping, furniture, equipment, parking, infrastructure etc. under development.

Design Development (18 February 2025)





- Upcoming design activities include:
 - Cost estimation – Class B
 - Assessment of foundation bearing capacity
 - Overall site design
 - Cost estimation - Class A
 - Tender documents preparation
 - Contract administration

Challenges

- None currently.

Schedule – High Level:

Current Schedule

Milestone	Duration	Start	Completion
<i>Consultant RFP</i>	<i>3 Months</i>	<i>November 2023</i>	<i>January 2024</i>
<i>Pre-Design</i>	<i>1 month</i>	<i>January 2024</i>	<i>February 2024</i>
<i>Design¹</i>	<i>14 Months</i>	<i>February 2024</i>	<i>May 2025</i>
<i>Construction Tender²</i>	<i>3 Months</i>	<i>May 2025</i>	<i>Aug 2025</i>
<i>Construction Start²</i>	<i>12 Months</i>	<i>September 2025</i>	<i>September 2026</i>
<i>Commissioning</i>	<i>2 Months</i>	<i>September 2026</i>	<i>October 2026</i>
<i>¹ Design duration extended due to the geotechnical investigation undertaken to confirm slope stability of the selected site.</i>			
<i>² Construction period is estimated to be 12 months. Additional two months have been added between construction tender completion and construction commencement to accommodate for winter weather.</i>			

Completed Events Schedule

Key Past Events	Date
<i>Business Plan submission to MoH</i>	<i>October 04, 2022</i>
<i>Letter of Approval by MoH</i>	<i>May 03, 2023</i>
<i>Ministry Announcement</i>	<i>Nov 13, 2023</i>
<i>Demolition of Old St. John Hospital</i>	<i>October 2023 – April 2024</i>
<i>Design</i> <ul style="list-style-type: none"> • <i>Design team procurement</i> • <i>Pre-design completion</i> • <i>Geotechnical investigation</i> • <i>Survey for crest definition</i> • <i>Schematic design completion</i> 	<i>January 9, 2024</i> <i>March 21, 2024</i> <i>July 25, 2024</i> <i>Aug 23, 2024</i> <i>Dec 20, 2024</i>

Budget

The budget is currently within approved envelope.

Stuart-Nechako Regional Hospital District Board of Directors

To: Chair and Board
From: John Illes, Treasurer
Date: February 27, 2025
Subject: **Transfer of Capital Equipment**

RECOMMENDATION: **(all/directors/majority)**

That the Board of the Stuart-Nechako Regional Hospital District support the transfer of the generator from the old Stuart Lake Hospital to the Valemount Health Centre.

BACKGROUND:

As part of the reconstruction of the new Hospital in Fort St. James, the generator used in the old hospital was considered surplus. This generator still has operating value for some of the smaller health centres and staff recommend that the Board support the transfer of this generator to the Valemount Health Centre.

Attachment:

Letter of January 27, 2025

January 27, 2025

John Illes
Chief Financial Officer
Stuart-Nechako Regional Hospital District
P.O. Box 820
Burns Lake, BC V0J 1E0

Email: John.Illes@rdbn.bc.ca

RE: Notice of Transfer – Generator

Dear Mr. Illes:

Northern Health would like to request Stuart Nechako RHD (SNRHD) support of the transfer of the Simson-Maxwell Generator from the Stuart Lake Hospital to the Valemount Health Centre.

This Generator was purchased in 2005 using Ministry of Health and SNRHD funding as part of a project to replace the emergency generator and upgrade the fire alarm. The total project cost including fire alarm upgrade was \$175,000. The Generator's net book value is \$0.

The Generator was replaced as part of the Stuart Lake Hospital Replacement project. As such, we would like to transfer this unit to Valemount Health Centre, where the current generator is over 30 years old and is encountering regular breakdowns.

Thank you for your consideration of this request. If you have any questions, please do not hesitate to contact our office.

Sincerely,



Deb Taylor, H.B.Comm, CPA, CGA
Director, Finance, Major Capital Redevelopment

Cc: Daryl Petsul, Senior Operating Officer, Rural NI (acting)
Mike Hoefler, ED, Capital Planning, Facilities Operations and Logistics

Stuart-Nechako Regional Hospital District Board of Directors

To: Chair and Board
From: John Illes, Treasurer
Date: February 27, 2025
Subject: **Expected Northern Health Funding Requests 2025-2029**

RECOMMENDATION: (all/directors/majority)

Receipt

BACKGROUND:

Attached to this memo are the expected Northern Health funding requests that will form the basis of this year's Financial Plan. The expected Major Project in 2029 is a complex care and Alternative Dementia structure (or expansion) for the Burns Lake Area. The major project for the next two years is the Vanderhoof Primary Care centre.

Attachment:

Expected Northern Health Funding Requests

Current Expected Northern Health Funding Requests

EXPENSES

Business Planning

Major Capital Project >\$5M

Major Capital Project <\$5M

Major Equipment and Maintenance Capital

Building Integrity and Minor Capital Grant Grant

IT Projects Grant

Administration

Directors Remuneration

	2024 Budget Bylaw 88	2024 Budget Actual	2025 Budget	2026 Provisional Budget	2027 Preliminary Budget	2028 Preliminary Budget	2029 Preliminary Budget
Business Planning							
Major Capital Project >\$5M							
Major Capital Project <\$5M	2,000,000	267,167	2,800,000	2,761,000			3,600,000
Major Equipment and Maintenance Capital	186,943		825,320	591,251	1,690,451	600,000	600,000
Building Integrity and Minor Capital Grant Grant	207,000	207,000	210,800	214,416	218,104	225,000	225,000
IT Projects Grant	102,339	102,339	-	100,107	350,000	350,000	350,000
Administration	30,000	26,674	20,000	20,000	20,000	20,000	20,000
Directors Remuneration	10,000		10,000	10,000	10,000	10,000	10,000
	<u>\$ 2,536,282</u>	<u>\$ 603,180</u>	<u>\$ 3,866,120</u>	<u>\$ 3,696,774</u>	<u>\$ 2,288,555</u>	<u>\$ 1,205,000</u>	<u>\$ 4,805,000</u>