



**SUNSHINE COAST REGIONAL HOSPITAL DISTRICT
BOARD MEETING
AGENDA**

Thursday, January 15, 2026, 1:00 p.m.

**IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SEHELDT, B.C.**

Pages

-
1. **CALL TO ORDER**
(Corporate Officer Presiding)
 2. **ELECTION OF THE CHAIR FOR 2026**
 3. **ELECTION OF THE VICE-CHAIR FOR 2026**
(Newly Elected Chair Presiding)
 4. **AGENDA**
 - 4.1 Adoption of Agenda
 5. **MINUTES**
 - 5.1 Sunshine Coast Regional Hospital District Board Meeting Minutes of October 16, 2025 3
 6. **BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**
 7. **PRESENTATIONS AND DELEGATIONS**
 8. **REPORTS**
 - 8.1 2026 Sunshine Coast Regional Hospital District Board Meeting Schedule Corporate Officer 6
 - 8.2 Considerations to Supporting the A Home for Hospice Project Chief Administrative Officer 8
 9. **COMMUNICATIONS**
 10. **MOTIONS**
 11. **BYLAWS**
 12. **NEW BUSINESS**
 13. **IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (k) and 90 (2) (b) of the *Community Charter* - "negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages..." and "the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government...".
 14. **RELEASE OF ITEMS FROM IN CAMERA**

15. ADJOURNMENT



**SUNSHINE COAST REGIONAL HOSPITAL DISTRICT
MINUTES OF THE SUNSHINE COAST REGIONAL HOSPITAL DISTRICT
BOARD MEETING**

**October 16, 2025
IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHULT, B.C.**

PRESENT: Chair S. White, Town of Gibsons
 D. McMahon, Electoral Area E
 L. Lee, Electoral Area A
 J. Gabias, Electoral Area B
 K. Backs, Electoral Area D
 K. Stamford, Electoral Area F
 A. Toth, District of Sechelt
 D. Inkster, District of Sechelt

ALSO PRESENT: T. Perreault, Chief Administrative Officer
 S. Reid, Corporate Officer
 T. Crosby, Administrator / Recorder

OTHER: Media - 1
 Public – 21

CALL TO ORDER

The meeting was called to order at 1:00 p.m.

AGENDA

26/25 It was moved and seconded

THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES**Sunshine Coast Regional Hospital District Board Meeting Minutes of July 17, 2025**

27/25 It was moved and seconded

THAT the Sunshine Coast Regional Hospital District Board Meeting Minutes of July 17, 2025 be adopted as presented.

CARRIED

PRESENTATIONS AND DELEGATIONS**Ellen Adelberg, Board President and Tess Huntly, Executive Director**

The Committee recessed at 1:34 p.m. and reconvened at 1:37 p.m.

Sean Parr, Associate Vice-President, Corporate Services, Vancouver Coastal Health and PJ Jappy-Loker, Chief Clinical Planning Officer, Vancouver Coastal Health Coastal Community of Care, joined the delegation to respond to questions.

28/25 It was moved and seconded

THAT the Presentation and Briefing Notes from the Sunshine Coast Hospice Society regarding A Home for Hospice - Project Update be received for information.

CARRIED

29/25 It was moved and seconded

THAT staff provide a report to a future Sunshine Coast Regional Hospital District Board meeting regarding the legislative and financial implications of considering support for the A Home for Hospice project.

CARRIED

REPORTS**MNP LLP 2025 Audit Service Plan**

30/25 It was moved and seconded

THAT the Audit Service Plan from MNP LLP with respect to the Audit of the Financial Statements of the Sunshine Coast Regional Hospital District (SCRHD) for the year ended December 31, 2025 be approved as presented.

CARRIED

2026 Sunshine Coast Regional Hospital District (SCRHD) Provisional Budget

31/25 It was moved and seconded

THAT the Sunshine Coast Regional Hospital District 2026 Provisional Budget be adopted as presented.

CARRIED

COMMUNICATIONS

Ministry of Infrastructure Presentation

32/25 It was moved and seconded

THAT the presentation from the Ministry of Health and the Ministry of Infrastructure regarding a Meeting with Regional Hospital Districts' Chairs dated September 2025 be received for information.

CARRIED

IN CAMERA

The Board moved In Camera at 1:54 p.m.

33/25 It was moved and seconded

THAT the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (k) and 90 (2) (b) of the *Community Charter* - "negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages..." and "the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government..."

CARRIED

The Board moved out of In Camera at 2:10 p.m.

ADJOURNMENT

34/25 It was moved and seconded

THAT the Sunshine Coast Regional Hospital District Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:11 p.m.

Certified Correct by the Corporate Officer

Date Confirmed

Chair



Staff Report For Decision

TO: Sunshine Coast Regional Hospital District Board – January 15, 2026

AUTHOR: Sherry Reid, Corporate Officer

SUBJECT: **2026 Sunshine Coast Regional Hospital District Board Meeting Schedule**

OVERVIEW

The purpose of the report is to set the general meeting schedule for the Sunshine Coast Regional Hospital District (SCRHD) Board for 2026.

Recommendation

- 1) **THAT the 2026 Sunshine Coast Regional Hospital District Board Meeting Schedule be adopted as presented.**
-

BACKGROUND

The SCRHD has statutory business to be addressed during the year, such as the adoption of the annual Budget and annual financial audit findings.

The SCRHD also has a joint Memorandum of Understanding (MOU) with Vancouver Coastal Health (VCH) that outlines the process and dates required to make voluntary capital cost share funding requests, as well as sharing of information among participants and community partners.

The suggested dates for the SCRHD Board for the 2026 calendar year are as follows:

| Date | Proposed Time | General Business Covered |
|------------------|--|--|
| January 15, 2026 | 1:00 p.m. | Inaugural Meeting of the SCRHD to elect a new Chair and Vice-Chair |
| March 26, 2026 | 9:00 a.m. | Adoption of the Final Budget and Budget Bylaw |
| April 30, 2026 | 1:00 p.m. (Pending Direction for SCRD Board - 1:30 p.m.) | Audit Results presented to the Board with draft audited financial statements for the year ended December 31. |

| Date | Proposed Time | General Business Covered |
|------------------|---------------|--|
| July 16, 2026 | 9:30 a.m. | VCH presents a mid-cycle update and proposed capital expenditures. VCH also reviews the three-year capital plan and necessary amendments due to changes in funding, unanticipated capital needs or priority changes. SCRHD provides a Reserves and Capital Funds Update. |
| October 15, 2026 | 9:30 a.m. | SCRHD provides a draft Provisional Budget for approval. VCH provides updated capital requests, if required. Audit Planning Letter. |

Meetings are scheduled in the Board calendar and community partners, such as VCH, are invited to attend and additional meetings are scheduled as required.

OPTION 1 – Adopt the meeting schedule as presented

The above meeting schedule has been prepared in alignment with statutory business and MOU with VCH. Staff recommend this option. Should the Committee choose to go with Option 1, a recommendation could be considered, as provided in the Overview section on page one of this report.

OPTION 2 – Adopt the meeting schedule with any necessary amendments

If Directors feel a change is necessary to the schedule, any amendments can be made at this time, or throughout the year, by resolution.

FINANCIAL IMPLICATIONS

n/a

STRATEGIC PLAN IMPLICATIONS

n/a

SUMMARY AND CONCLUSION

This report presents the proposed 2026 meeting schedule for the SCRHD Board. Staff recommend the Board adopt the schedule as presented or with amendments, to ensure timely coordination of meetings and public transparency.

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|--------------|------------------|-------------|---------------|
| Reviewed by: | | | |
| Manager | | Finance | |
| GM | | Legislative | X – K. Evans |
| CAO | X - T. Perreault | Other | X – T. Crosby |



Staff Report For Information

TO: Sunshine Coast Regional Hospital District – January 15, 2026

AUTHOR: Tina Perreault, Chief Administrative Officer

SUBJECT: **Considerations to Supporting the A Home for Hospice Project**

OVERVIEW

Purpose of Report:

The purpose of this report is to present the legislative and financial implications of considering support to the Sunshine Coast Hospice Society for the “A Home for Hospice” Project. This report is for information.

BACKGROUND

At the October 16, 2025 Sunshine Coast Regional Hospital District (SCRHD) Board Meeting, the Sunshine Coast Hospice Society (Society) appeared as a delegation to provide an update of the Hospice Society’s new project “A Home for Hospice”. This project, located in Mossy Rock area of Roberts Creek, has been underway, with partnership from Vancouver Coastal Health (VCH) since September 2024.

The Society put forward a request for the SCRHD Board to consider a capital contribution to the project, therefore the Board adopted resolution #29/25:

THAT staff provide a report to a future Sunshine Coast Regional Hospital District Board meeting regarding the legislative and financial implications of considering support for the A Home for Hospice project.

DISCUSSION

At the presentation to the SCRHD Board the Society provided an overview of the *A Home for Hospice* project which will enable 8 palliative beds on the Sunshine Coast, alleviate Emergency Room and Acute Bed pressures at Sechelt | shísháhlh Hospital and release 4 beds at Silverstone for Long Term Care.

According to the project’s financial summary, the Society estimates a total cost of \$7.4 million, which includes a \$500,000 capital reserve. To date, approximately 78% of the total has been secured, with \$3.32 million contributed by VCH and \$2.45 million raised through charitable gifts. This leaves an outstanding balance of \$1.63 million. The Society has formally requested a

\$1.5 million capital contribution from the SCRHD to help close the remaining funding gap.

Requirements to Supporting the Society in the A Home for Hospice Project

For the SCRHD to participate in funding the new hospice facility, the project must align with the legislative framework established by the *Hospital District Act*. Under Section 49 of the Act, “*The minister may designate an institution or facility in the health field as a health facility...*”

If the Minister of Health designates the proposed hospice as a health facility, SCRHD would then be enabled to enter into a formal funding arrangement to support the project. This designation is a necessary step for SCRHD to legally allocate capital funding.

VCH is a key partner in the project and has committed approximately \$3.3 million in funding. Given VCH’s involvement, the Memorandum of Understanding (MOU) between Regional Hospital Districts and VCH, which outlines processes for capital funding collaborations, may also apply.

At this stage, it remains to be determined whether SCRHD’s contribution, if approved, would be directed to VCH or to the Society. This decision will depend on further discussions about project governance, capital ownership, and alignment with the terms of the MOU.

Projects of this nature have been achieved in other Regional Hospital Districts including Sea-to-Sky (sited in Squamish), qathet, Cowichan and comparable locations in British Columbia.

FINANCIAL IMPLICATIONS

The SCRHD funds approved capital projects through a combination of taxation, debt financing, or reserve funds.

The 2026 SCRHD Provisional Budget estimated \$3.04 million in debt, with a tax requisition of \$1.7M, equal to \$7.31 per \$100,000 of residential assessment.

While the SCRHD maintains a capital fund, its current balance consists of surplus funds from long-term borrowing related to the 2008 Sechelt | shíshálh Hospital expansion. These funds are restricted for that facility and not available for new capital projects. As a result, the following funding options are available:

Option 1- Fund the Full Request of \$1.5M from Reserves.

- The SCRHD projects to have approximately \$1.77M in uncommitted reserve funds for 2026 assuming a \$275K contribution as presented in the provisional budget. The reserve fund exists to fund capital improvement projects and equipment with a value greater than \$150,000. Approving a \$1.5M contribution would reduce the uncommitted reserve balance to approximately \$270K. Depleting the reserve balance limits the SCRHD’s ability to fund future capital cost share requests from VCH that exceed \$150,000, which often arise. Since 2019, VCH has submitted capital funding requests to the SCRHD,

typically ranging between \$300,000 and \$800,000, depending on project needs.

Option 1b- Fund the Full Request from combination of \$1M Reserves and \$500k Taxation.

Pursuing this option would leave approximately \$770K in uncommitted reserve funds for future VCH Capital cost share requests that exceed \$150,000.

If the SCRHD Board chose this option it would result in an additional estimated increase of \$2.14 per \$100,000 of residential assessment.

Option 2-\$1.5M contribution funded from a Long-term borrowing (10 Year).

- At current 10-year indicative borrowing rates, annual debt servicing of this loan would be \$189,051 or \$1,890,510 over the life of the loan. All debt servicing would be recovered and funded through Taxation, with an annual \$0.81¹ Taxation per \$100K implication.

Option 3-1.5M contribution funded from 2027 Taxation

- Given the various steps required to allow the SCRHD to make a contribution, it is anticipated that a commitment would not be able to be made until late 2026. The Hospital District Act requires that Taxation requisitions be communicated to Member Municipalities by April 20th and to the Province by April 30th. Therefore, this option would require that any contribution be made in 2027. This option would result in a \$6.42¹ Taxation per \$100K implication.

¹Taxation per \$100K values were derived based on the 2025 Revised Assessment Roll and are therefore subject to change when final 2026 assessments are known.

Alternatively, the options above could be modified if the SCRHD chose to fund a portion of the request (example up to \$1.M) or fund future project phases.

LEGISLATIVE IMPLICATIONS

Regional Hospital Districts can provide capital funding to:

- facilities designated as hospitals under the Hospital Act, or hospital facilities including laboratories, laundries, services and premises used or supplied in conjunction with a hospital; or
- facilities designated as health facilities under section 49 of the *Hospital District Act*.

To designate facilities as health facilities under s. 49 of the *Hospital District Act*, the effective date for making the designation should be a date before the Regional Hospital District provides funding to construct / reconstruct / acquire the facility.

For designation under s.49 of the *Hospital District Act* the following is required:

- 1) The RHD's letter requesting designation of a specific institution or facility as a health facility, including:
 - The facility name, address and legal description;
 - The use/function of the facility;
 - A reason for designation;
 - Confirmation that the requested designation applies to certain rooms, floors or the entire facility; and,
 - Approved RHD Board's resolution including:
 - the name of the facility to be designated as a health facility,
 - the total approved RHD funding for the facility.

- 2) A letter from the corresponding health authority to support designation of a specific institution or facility as a health facility.

Borrowing Authority Under the Act

If the SCRHD elects to finance its contribution to the hospice project through long-term borrowing, specific legislative conditions apply under the *Hospital District Act*.

SCRHD Borrowing Requirements:

- Under s. 32 of the *Hospital District Act*, the SCRHD Board must adopt a Capital Bylaw authorizing the borrowing and expenditure of funds.
- The bylaw must clearly state the amount, term, and purpose of the borrowing.
- Public approval (e.g., referendum or elector assent) is not required for SCRHD borrowing under this legislation.
- However, the Board may choose to undertake public consultation or engagement, especially for projects involving significant financial commitments. This was the case in 2007, when public engagement accompanied the SCRHD's borrowing of \$14.7 million for the Sechelt | shíshálh Hospital expansion and renovation project.
- The Capital Bylaw must be adopted before any borrowing can occur, regardless of timing or loan term.

Difference Between SCRHD and Sunshine Coast Regional District (SCRD) Borrowing:

It is important to distinguish between the borrowing authorities of the SCRHD and the SCRD.

- SCRD borrowing for capital projects typically requires elector approval, either through a referendum or an alternate approval process (AAP), depending on the type of borrowing and applicable legislation.

- In contrast, SCRHD borrowing does not require elector assent under the *Hospital District Act*. This allows the SCRHD to act more expediently when responding to healthcare capital needs.

While not legislatively required, a level of public communication or consultation is recommended to maintain transparency and uphold past precedent.

TIMELINE CONSIDERATIONS

The Society’s hospice project is currently in the construction phase, while the required s. 49 designation under the *Hospital District Act* has not yet been secured.

Although timelines can vary, a designation is estimated to take 6 to 9 months, based on coordination with VCH, SCRHD Board processes, and Ministry of Health review. Delays are also possible due to unforeseen factors.

Because SCRHD cannot fund any expenses incurred before the effective date of designation, this timing may limit the potential to support early-stage construction costs. If designation is granted later in the project timeline, any SCRHD contribution may need to be directed to later phases of the project. SCRHD staff could explore with VCH and the Society how the designation timeline may affect project cash flow and funding alignment.

SUMMARY AND CONCLUSION

The Sunshine Coast Hospice Society has requested a \$1.5 million capital contribution from the SCRHD to support the *A Home for Hospice* project, which is currently under construction in partnership with VCH. To be eligible for SCRHD funding, the facility must be designated as a health facility under Section 49 of the *Hospital District Act*.

This report has outlined the legislative requirements for designation, funding mechanisms available to the SCRHD, and the financial implications of several funding options. It has also identified timing considerations related to the designation process, which may influence when and how any potential SCRHD contribution could be applied.

This report is presented for the Board’s information and consideration. Further direction from the SCRHD Board would be required should there be interest in pursuing a potential funding contribution.

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|--------------|--|-------------|--------------|
| Reviewed by: | | | |
| Manager | | Finance | X- A. Taylor |
| GM | | Legislative | |
| CAO | | Other | X-T. Crosby |