



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JULY 8, 2015

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

- | | PAGE # |
|--|------------|
| 1. <u>CALL TO ORDER</u>
<i>(immediately following the ACRD Board Meeting)</i> | |
| Recognition of Traditional Territories. | |
| 2. <u>APPROVAL OF AGENDA</u>
<i>(motion to approve, including late items requires 2/3 majority vote)</i> | |
| 3. <u>ADOPTION OF MINUTES</u> | |
| a. Board of Directors Meeting – June 10, 2015 | 3-6 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on June 10, 2015 be adopted.</i> | |
| 4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u> | |
| 5. <u>CORRESPONDENCE FOR ACTION</u> | |
| 6. <u>CORRESPONDENCE FOR INFORMATION</u> | |
| 7. <u>REQUEST FOR DECISIONS & BYLAWS</u> | |
| a. REQUEST FOR DECISION | 7-9 |
| Finance Warrant No.480 | |
| <i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 480 in the amount of \$506,381.26 dated June 30, 2015.</i> | |
| 8. <u>REPORTS</u> | |
| a. Bamfield Health Centre – K. Wyton | |
| b. Alberni-Clayoquot Continuing Care Society – J. McNabb | |
| c. Island Health Capital Planning Committee – J. McNabb | |
| d. West Coast Native Health Care Society – P. Cote | |

- e. Tofino General Hospital – J. Osborne/D. St. Jacques
- f. Alberni-Clayoquot Health Network – P. Cote
- g. Other Reports

THAT the Regional Hospital Board of Directors receives reports a-g.

9. **UNFINISHED BUSINESS**

10. **LATE BUSINESS**

11. **QUESTION PERIOD**

12. **ADJOURN**



Alberni-Clayoquot Regional Hospital District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JUNE 10, 2015

District of Tofino Council Chambers, 121 3rd Street, Tofino, BC

DIRECTORS PRESENT: John McNabb, Chairperson, Electoral Area "E" (Beaver Creek)
Josie Osborne, Vice-Chair, Mayor, District of Tofino
Keith Wyton, Electoral Area "A" (Bamfield)
Mike Kokura, Electoral Area "B" (Beaufort)
Tony Bennett, Electoral Area "C" (Long Beach)
Penny Cote, Electoral Area "D" (Sproat Lake)
Lucas Banton, Electoral Area "F" (Cherry Creek)
Jack McLeman, Councillor, City of Port Alberni (via teleconference)
Mike Ruttan, Mayor, City of Port Alberni (via teleconference)
Dianne St. Jacques, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS: John Jack, Councillor, HUU-ay-aht First Nation

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Andrew McGifford, Acting Manager of Finance
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 2:28 pm.

The Chairperson recognized the meeting this afternoon is being held in the Tla-o-qui-aht First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director Cootes

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Board of Directors Meeting - May 13, 2015**

MOVED: Director Bennett
SECONDED: Director Cote

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on May 13, 2015 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated May 15, 2015 from Port Alberni Citizen regarding request to have Property set aside for our Elders.**

MOVED: Director Cote
SECONDED: Director Osborne

THAT the ACRHD forward a response letter to Vince Lauzon thanking him for his letter and advising that the ACRHD has forwarded a letter to Rainbow Gardens supporting their proposed expansion for elders.

CARRIED

6. CORRESPONDENCE FOR INFORMATION

- a. **Capital Planning, Island Health**
Follow up of information on Federal Funding for Capital Projects

MOVED: Director Kokura
SECONDED: Director St. Jacques

THAT this correspondence be received for information.

CARRIED

MOVED: Director Banton
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors task Director Osborne to speak with Mr. Chris Sullivan, Director, Capital Planning, Island Health and seek direction on how to approach the appropriate Ministry with regards to the issue of revising the capital health funding allocation process.

CARRIED

MOVED: Director Cootes

SECONDED: Director Banton

THAT the correspondence dated April 14, 2015 from Island Health regarding Federal Funding for Capital Projects be forwarded to the Nuu-chah-nulth Tribal Council Board of Directors.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

8. REPORTS

a. Bamfield Health Centre – K. Wyton - No Report

b. Alberni-Clayoquot Continuing Care Society – J. McNabb

The Chairperson reported on the upcoming Annual General Meeting on July 23rd. The budget for 2015/16 is currently being developed and the financial report for 2014/15 is to be approved.

Director St. Jacques left the meeting at 2:58 pm.

c. IH Capital Planning Committee – J. McNabb – No Report

d. West Coast Native Health Care Society – P. Cote - No Report

e. Tofino General Hospital – J. Osborne/D. St. Jacques - No Report

f. Alberni-Clayoquot Health Network – P. Cote

Director Cote reminded the Board of the Dialogue to Action Transportation Workshop at tomorrow at the Best Western Barclay Hotel from 10:00 am to 4:00 pm.

g. Other Reports – No Reports

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the Regional Hospital Board of Directors receives reports a-g.

CARRIED

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

12. ADJOURN

MOVED: Director Cote

SECONDED: Director Osborne

THAT this meeting be adjourned at 2:59 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Russell Dyson,
Chief Administrative Officer



MEMORANDUM

TO: Regional Hospital District Board of Directors
FROM: Andrew McGifford, Acting Manager of Finance
DATE: July 3, 2015
RE: Finance Warrant No.480

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 480 in the amount of \$506,381.26 dated June 30, 2015.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. **GENERAL**

That the Regional Hospital District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. **TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS** – none

3. **FINANCIAL** – none

4. **POLICY OR LEGISLATIVE** – none

5. **RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN**

Improve financial controls by increasing the transparency of the Hospital District's financial affairs.

6. **COMMUNICATIONS ISSUES** - none

Submitted by: Andrew McGifford, Acting Manager of Finance

Alberni-Clayoquot Regional Hospital
Cheque Register - Detail - Supp.



AP5100 **Page : 1**
Date : Jul 03, 2015 **Time :** 10:13 am
Bank : 1 To 1
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0050 To 912
Trans. Date : 01-Jun-2015 To 30-Jun-2015
Cheque Date : 01-Jun-2015 To 30-Jun-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
1125 MUNICIPAL FINANCE AUTHORITY						
EFT-1	01-Jun-2015	Issued	11	E	8647.40	
624-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		8647.40		
Invoice Description --> DEBENTURE DEBT						
Total :				8647.40	0.00	8647.40
EFT-2	01-Jun-2015	Issued	11	E	5785.91	
517-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		5785.91		
Invoice Description --> DEBENTURE DEBT						
Total :				5785.91	0.00	5785.91
EFT-3	01-Jun-2015	Issued	11	E	73303.98	
77-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		73303.98		
Invoice Description --> DEBENTURE DEBT						
Total :				73303.98	0.00	73303.98
EFT-4	01-Jun-2015	Issued	11	E	68869.48	
75-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		68869.48		
Invoice Description --> DEBENTURE DEBT						
Total :				68869.48	0.00	68869.48
EFT-5	01-Jun-2015	Issued	11	E	43442.75	
73-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		43442.75		
Invoice Description --> DEBENTURE DEBT						
Total :				43442.75	0.00	43442.75
EFT-6	01-Jun-2015	Issued	11	E	133058.26	
72-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		133058.26		
Invoice Description --> DEBENTURE DEBT						
Total :				133058.26	0.00	133058.26
EFT-7	01-Jun-2015	Issued	11	E	13060.64	
71-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		13060.64		
Invoice Description --> DEBENTURE DEBT						
Total :				13060.64	0.00	13060.64
EFT-8	03-Jun-2015	Issued	11	E	13663.47	
79-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		13663.47		
Invoice Description --> DEBENTURE DEBT						
Total :				13663.47	0.00	13663.47
EFT-9	03-Jun-2015	Issued	11	E	4609.14	
78-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		4609.14		
Invoice Description --> DEBENTURE DEBT						
Total :				4609.14	0.00	4609.14
EFT-10	03-Jun-2015	Issued	11	E	4658.45	
623-1/2015	01-4-6030-000	ACCOUNTS PAYABLE		4658.45		

Alberni-Clayoquot Regional Hospital
Cheque Register - Detail - Supp.



AP5100
 Date : Jul 03, 2015

Page : 2
 Time : 10:13 am

Supplier : 0050 To 912
 Trans. Date : 01-Jun-2015 To 30-Jun-2015
 Cheque Date : 01-Jun-2015 To 30-Jun-2015
 Cheque No. : All
 Batch No. : All

Bank : 1 To 1
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> DEBENTURE DEBT						
Total :				4658.45	0.00	4658.45
Supplier Total :				369099.48	0.00	369099.48

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> P-063, P-064, E1-066						
Total :				137281.78	0.00	137281.78
Supplier Total :				137281.78	0.00	137281.78

Total Computer Paid :	<u>137,281.78</u>	Total EFT PAP :	<u>369,099.48</u>	Total Paid :	<u>506,381.26</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		