



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING WEDNESDAY, SEPTEMBER 9, 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 – August 12, 2015 | 3-5 |
| <i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on August 12, 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> | 6-7 |
| a. Request for Decision Finance Warrant No. 482 | |
| <i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 482 in the amount of \$54,568.89 dated August 31, 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, AUGUST 12, 2015

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

DIRECTORS

John McNabb, Chairperson, Electoral Area "E" (Beaver Creek)

PRESENT:

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)
John Jack, Councillor, Huu-ay-aht First Nation
Jack McLeman, Councillor, City of Port Alberni
Mike Ruttan, Mayor, City of Port Alberni
Dianne St. Jacques, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, YuułuꞀiꞀath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer
Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services
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 2:29 pm.

The Chair recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Banton

SECONDED: Director Bennett

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Board of Directors Meeting - July 8, 2015**

MOVED: Director St. Jacques
SECONDED: Director Kokura

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on July 8, 2015 be adopted

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

- a. **Correspondence dated July 15, 2015 from Island Health regarding the Tofino General Hospital Helipad.**

Director Osborne reported on a recent meeting on the West Coast to discuss the helipad. Island Health will move forward with geotechnical investigation on the proposed site and provide financial estimates.

MOVED: Director Bennett
SECONDED: Director Osborne

THAT this correspondence and verbal report be received for information.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 481**

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 481 in the amount of \$90,743.85 dated July 31, 2015.

CARRIED

8. REPORTS

- a. **Bamfield Health Centre – K. Wyton**

Director Wyton reported on the helipad issue in Bamfield.

- b. **Alberni-Clayoquot Continuing Care Society – J. McNabb - No Report**

- 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**

Director Osborne and Director St. Jacques reported on feedback from Island Health about regarding how long it would take to replace the Tofino General Hospital. The hospital isn't even on Island Health's radar over the next 10 years.

- f. **Alberni-Clayoquot Health Network – P. Cote**

Director Cote provided a brief update on the AC Health Network.

MOVED: Director Kokura
SECONDED: Director McLeman

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 Jack
SECONDED: Director Banton

THAT this meeting be adjourned at 2:37 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: September 4, 2015
RE: Finance Warrant No.482

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 482 in the amount of \$54,568.89 dated August 31, 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

Date : Sep 04, 2015

Page : 1

Time : 8:57 am

Supplier : 0050 To 912
 Trans. Date : 01-Aug-2015 To 31-Aug-2015
 Cheque Date : 01-Aug-2015 To 31-Aug-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 | | | | | | |
|---|--|---------------------|--------|-------|----------|----------|----------|
| Chq/Ref # | Cheque Date | | Status | Batch | Medium | Amount | |
| Invoice No. | Account No. | Account Description | | | Debit | Credit | |
| 1850 | VANCOUVER ISLAND HEALTH AUTHORITY | | | | | | |
| 1021 | 26-Aug-2015 | | Issued | 15 | C | 54568.89 | |
| JULY 29/15 | 01-4-6030-000 | ACCOUNTS PAYABLE | | | 8084.69 | | |
| Invoice Description --> P-185, P186 | | | | | | | |
| AUG 21/15 | 01-4-6030-000 | ACCOUNTS PAYABLE | | | 46484.20 | | |
| Invoice Description --> P-212, P-213, E1-215, P-214 | | | | | | | |
| Total : | | | | | 54568.89 | 0.00 | 54568.89 |
| Supplier Total : | | | | | 54568.89 | 0.00 | 54568.89 |

| | | | | | |
|------------------------------|------------------|----------------------------------|-------------|---------------------|------------------|
| Total Computer Paid : | <u>54,568.89</u> | Total EFT PAP : | <u>0.00</u> | Total Paid : | <u>54,568.89</u> |
| Total Manually Paid : | <u>0.00</u> | Total EFT File Transfer : | <u>0.00</u> | | |