



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING FRIDAY, DECEMBER 5, 2014

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 – November 13, 2014	3-5
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on November 13, 2014 be adopted.</i>	
4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
5. <u>CORRESPONDENCE FOR ACTION</u>	
6. <u>CORRESPONDENCE FOR INFORMATION</u>	
a. ISLAND HEALTH Appointment to Office	6
7. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. Request for Decision 2015 Provisional Budget	7-10
<i>THAT the Hospital District Board of Directors give first reading to the bylaw cited as "Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117".</i>	
<i>THAT the Hospital District Board of Directors give second reading to the bylaw cited as "Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117".</i>	
<i>THAT the Hospital District Board of Directors give third reading to the bylaw cited</i>	

as “Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117”.

THAT the Hospital District Board of Directors adopt bylaw cited as “Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117”.

- b. Request for Decision **11-12****
Finance Warrant No. 477

THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 477 in the amount of \$87,185.52 dated November 30, 2014.

8. REPORTS

- a. Bamfield Outpost Hospital – K. Wyton
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. Island Health Capital Planning Committee – P. Cote
- 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 THURSDAY, NOVEMBER 13, 2014

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

DIRECTORS PRESENT: Penny Cote, Chairperson, Chairperson, Electoral Area "D" (Sproat Lake)
Cindy Solda, Vice-Chair, Councillor, City of Port Alberni
Eric Geall, Electoral Area "A" (Bamfield)
Mike Kokura, Electoral Area "B" (Beaufort)
Tony Bennett, Electoral Area "C" (Long Beach)
John McNabb, Electoral Area "E" (Beaver Creek)
Lucas Banton, Electoral Area "F" (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
Jack McLeman, Councillor, City of Port Alberni
Josie Osborne, Mayor, District of Tofino
Bill Irving, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT: Russell Dyson, Chief Administrative Officer
Andy Daniel, Manager of Environmental Services
Teri Fong, 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 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 Bennett

SECONDED: Director McNabb

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 8, 2014

MOVED: Director Solda
SECONDED: Director McCarthy

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on October 8, 2014 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

a. Island Health

Amputees Support Each Other With Practical Tips and Understanding.

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the above noted correspondence be received.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance warrant No. 476.

MOVED: Director Kokura
SECONDED: Director Cootes

THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 476 in the amount of \$7,967.12 dated October 31, 2014.

CARRIED

8. REPORTS

a. Bamfield Outpost Hospital – E. Geall – No Report

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

Director McNabb reported on the last meeting. The Society has been approved for funding for an additional bed.

c. IH Capital Planning Committee – P. Cote/C. Solda – No Report

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

e. Tofino General Hospital – J. Osborne/B. Irving

Director Osborne reported on her attendance at the Tofino General Hospital Foundation meeting. She requested a meeting between all parties to discuss the helipad. One of the outcomes from the meeting was to develop improved communications with the West Coast Native Health Care Society.

f. Alberni-Clayoquot Health Network – P. Cote

Chairperson Cote reported the Table of Partners is meeting on November 19th. The Affordable Transportation Action Group is moving forward.

g. Other Reports

Chairperson Cote reported she received an email from Dr. Sam Williams, Chief of Staff, West Coast General Hospital advising that the Practice Readiness Program for International Medical Graduates is going ahead in Port Alberni. This area is one of 3 island communities chosen for the program.

MOVED: Director Banton

SECONDED: Director Irving

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

CARRIED

9. QUESTION PERIOD

10. ADJOURN

MOVED: Director Kokura

SECONDED: Director McLeman

THAT this meeting be adjourned at 2:34 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

Excellent care, for everyone,
everywhere, every time.



November 17, 2014
16250



Board of Directors
Alberni-Clayoquot Regional District
3008 5th Avenue
Port Alberni, BC V9Y 2E3

Dear Board of Directors:

Re: Appointment to Office

Congratulations on your recent election as the Board of Directors for the Alberni-Clayoquot Regional District.

As the Medical Health Officer for Central Vancouver Island I look forward to working with you during your term in office and discussing health issues of residents living in and around your community. Please feel free contact me with any public health issues or questions you may have.

Yours in Health,

A handwritten signature in black ink, appearing to read "Paul Hasselback". The signature is stylized with large loops and a long horizontal stroke extending to the right.

Paul Hasselback, MD, MSc, FRCPC
Medical Health Officer

PH/cl

Medical Health Officer

Located at: 3rd Floor 6475 Metral Drive | Nanaimo, BC V9T 2L9

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viha.ca



REQUEST FOR DECISION

To: Regional Hospital District Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: December 5, 2014

Subject: 2015 Provisional Budget

Recommendation:

That the Hospital District Board of Directors give first reading to the bylaw cited as “Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117”.

That the Hospital District Board of Directors give second reading to the bylaw cited as “Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117”.

That the Hospital District Board of Directors give third reading to the bylaw cited as “Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117”.

That the Hospital District Board of Directors adopt bylaw cited as “Alberni-Clayoquot Regional Hospital District 2015 Provisional Budget Bylaw No. 117”.

Summary:

The Regional Hospital District paid for 40% of the West Coast General Hospital construction using long term debt secured through the Municipal Finance Association (MFA). The balance of the debt outstanding is estimated to be approximately \$6.8 million at the end of 2014. Debentures have begun expiring in the past couple of years resulting in decreased costs to service the debt.

As in prior years, the provisional budget includes an equipment grant of \$550,000 for Island Health to purchase equipment and complete smaller scale projects for the hospitals in the Region. In 2014 Island Health also identified a major renovation of the WCGH Emergency Room as a high priority with the project to be completed in 2014/2015. The total estimated project cost is \$4,026,000 which makes the ACRHD 40% share \$1,610,400. The 2014 ACRHD budget included a budget item of \$1,000,000 for this project and therefore the remaining \$610,400 has been budgeted for 2015.

Island Health will be providing the Board a formal request, with a description of projects, by January 31st, 2015. It is anticipated that the Heli-pad project at the Tofino Hospital will be the main item in their plan.

Time Requirements – Staff & Elected Officials:

There will be some time required of staff and elected officials to review the specific funding requests as they are received from Island Health.



M E M O R A N D U M

TO: Regional Hospital District Board of Directors
FROM: Teri Fong, CPA, CGA, Manager of Finance
DATE: December 1, 2014
RE: Finance Warrant No.477

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 477 in the amount of \$87,185.52 dated November 30, 2014.

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: Teri Fong, CPA, CGA, Manager of Finance
