



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING WEDNESDAY, MARCH 9, 2016

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 – February 10, 2016	3-6
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on February 10, 2016 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 2016 Annual Budget	7-13
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors give second reading to Bylaw 120, cited as “Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120”.</i>	
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors give third reading to Bylaw 120, cited as “Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120”.</i>	
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors adopt Bylaw 120, cited as “Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120”.</i>	

8. REPORTS

- a. Bamfield Health Centre – 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/M. Ruttan
- 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 District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 10, 2016

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

DIRECTORS

PRESENT:

Penny Cote, Chairperson, Electoral Area "D" (Sproat Lake)
Keith Wyton, 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
Mike Ruttan, Mayor, City of Port Alberni
Dianne St. Jacques, Mayor, District of Ucluelet
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

Josie Osborne, Vice-Chair, Mayor, District of Tofino
Alan McCarthy, Member of Legislature, Yuułu?i?ath Government
Russell Dyson, Chief Administrative Officer

STAFF PRESENT:

Wendy Thomson, Manager of Administrative Services
Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services
Mike Irg, Manager of Planning and Development
Shelli Lyle, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 3:06 pm.

The Chairperson 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 St. Jacques

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting - January 13, 2016

MOVED: Director St. Jacques
SECONDED: Director Kokura

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on January 13, 2016 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

a. Correspondence January 27, 2016 from Honourable Terry Lake, Minister of Health regarding recent amendments for the Letters Patent of the Alberni-Clayoquot Regional Hospital District.

MOVED: Director McNabb
SECONDED: Director Kokura

THAT this correspondence be received for information.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant 485.

MOVED: Director Kokura
SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 485 in the amount of \$37,759.15 dated January 31, 2016.

CARRIED

b. Request for Decision regarding 2016 Annual Budget

MOVED: Director Jack
SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors give first reading to Bylaw 120, cited as "Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120".

CARRIED

8. REPORTS

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

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

Director McNabb reported ACCCS is looking to purchase a new bus. All staff of Fir Park and Echo Village are invited to attend a health care workers course by Darcy Lange on teamwork building.

c. IH Capital Planning Committee – P. Cote - 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/M. Ruttan

Chair Cote reported there are four (4) new Table of Partner members on the ACHN and the ACHN budget was approved at the January meeting.

g. Other Reports

MOVED: Director McLeman

SECONDED: Director Ruttan

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 Kokura

SECONDED: Director Cootes

THAT this meeting be adjourned at 3:13 pm

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Wendy Thomson,
Manager, Administrative Services

REQUEST FOR DECISION

To: Regional Hospital District Board of Directors

From: Andrew McGifford, CPA, CGA, Acting Manager of Finance

Meeting Date: March 9, 2016

Subject: 2016 Annual Budget

Recommendation:

THAT the Alberni Clayoquot Regional Hospital District Board of Directors give second and third reading as well as adoption to Bylaw 120, cited as "Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120".

Summary:

The Regional Hospital District paid for 40% of the West Coast General Hospital construction using long term debt secured through the Municipal Finance Authority (MFA). The balance of the debt outstanding was approximately \$5.8 million at the end of 2015.

In addition to funding the long term borrowing for the West Coast General Hospital the Hospital District also provides Island Health funding to complete other capital projects and purchase equipment for our region. This includes the \$550,000 annual commitment for small equipment grant and small capital expenditures within the ACRHD.

Discussions with Chris Sullivan, Island Health Capital Planning Director, determined that an additional capital equipment purchases in 2016/17 are available. Great news for the West Coast General Hospital to see some investment in equipment for 2016/17, although the planned debt pay down would need to be used in this for our 40% contribution to equipment. Staff recommended at 1st reading to move the budgeted \$300,000 of additional debenture debt principal funds to equipment funding in 2016/17. Also there was unallocated funds from the prior 4 years that make up part of the annual equipment and minor capital grant of \$550,000, these funds can be repurposed towards the equipment rather than increased tax requisition in 2016 as listed in the letter from Island Health.

Time Requirements – Staff & Elected Officials:

There will be some time required of staff and elected officials to review the specific funding requests as they come in from the Vancouver Island Health Authority.

Financial:

The requisition will be \$6,032 higher (0.36% increase over 2015) than that of the prior years. The

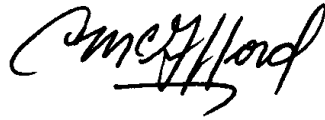
residential tax rate is \$0.289 and the change to the regarding Maa-nulth members being excluded from participating in debt that was initiated prior to their membership of the board has been calculated (see attached tax requisition breakdown).

Policy or Legislation:

The Alberni-Clayoquot Regional Hospital District is required by Section 23 of the Hospital District Act to adopt an annual budget by March 31 of each year.

Options:

If any amendments are required they should be made during second reading.



Submitted by: _____
Andrew McGifford, Acting Manager of Finance



Approved by: _____
Russell Dyson, Chief Administrative Officer

PARTICIPANTS: ALL MEMBERS

TOTAL REQUISITION: \$ 1,699,559
MAA-NULTH ELIGIBLE: \$ 1,135,000

BASIS OF APPORTIONMENT: LAND AND IMPROVEMENTS
CONVERTED HOSPITAL VALUES

PARTICIPANT	BCAA CODE	CONVERTED VALUES	% SHARE	NON MAA-NULTH ELIGIBLE REQUISITION	% SHARE	MAA-NULTH ELIGIBLE REQUISITION	ADJUSTMENT RE CHANGES TO PREVIOUS YEARS' ASSESSMENTS	NET REQUISITION
PORT ALBERNI		\$ 223,759,116	38.10%	\$ 215,123	38.03%	\$ 431,633	\$ 252	\$ 647,008
TOFINO		\$ 98,075,102	16.70%	\$ 94,290	16.67%	\$ 189,188	-\$ 1,023	\$ 282,455
UCLUELET		\$ 51,579,006	8.78%	\$ 49,588	8.77%	\$ 99,496	\$ 343	\$ 149,427
YUUIU?H?ATH		\$ 958,155	0.00%	\$ 0	0.16%	\$ 1,848	-\$ 5	\$ 1,844
HUU-AY-AHT		\$ 204,817	0.00%	\$ 0	0.03%	\$ 395	\$ 1	\$ 397
UCHUCKLESAHT		\$ 0	0.00%	\$ 0	0.00%	\$ 0	-\$ 49	-\$ 49
AREA A		\$ 20,273,093	3.45%	\$ 19,491	3.45%	\$ 39,107	-\$ 140	\$ 58,458
AREA B		\$ 10,539,801	1.79%	\$ 10,133	1.79%	\$ 20,331	-\$ 16	\$ 30,449
AREA C		\$ 24,326,585	4.14%	\$ 23,388	4.13%	\$ 46,926	\$ 52	\$ 70,366
AREA D		\$ 87,110,906	14.83%	\$ 83,749	14.81%	\$ 168,038	\$ 211	\$ 251,997
AREA E		\$ 33,898,196	5.77%	\$ 32,590	5.76%	\$ 65,390	\$ 200	\$ 98,179
AREA F		\$ 37,660,610	6.41%	\$ 36,207	6.40%	\$ 72,648	\$ 173	\$ 109,028
		\$ 588,385,387	100.00%	\$ 564,559	100.00%	\$ 1,135,000	\$ 0	\$ 1,699,559

Residential Tax Rate

\$0.289 per \$1,000 of assessed value

PARTICIPANTS: ALL MEMBERS

TOTAL REQUISITION: \$ 1,693,527

BASIS OF APPORTIONMENT: LAND AND IMPROVEMENTS
CONVERTED HOSPITAL VALUES

PARTICIPANT	BCAA CODE	2015 VALUES USED	% SHARE	2015 ORIGINAL REQUISITION	2015 REVISED VALUES	% SHARE	2015 REVISED REQUISITION	CHANGE
PORT ALBERNI		\$ 223,937,174	38.89%	\$ 658,616	\$ 223,541,260	38.91%	658,868	252
TOFINO		\$ 92,708,658	16.10%	\$ 272,663	\$ 92,162,308	16.04%	271,640	-1,023
UCLUELET		\$ 50,219,239	8.72%	\$ 147,699	\$ 50,227,507	8.74%	148,041	343
YUUIU?H?ATH		\$ 960,007	0.17%	\$ 2,823	\$ 956,407	0.17%	2,819	-5
HUU-AY-AHT		\$ 201,989	0.04%	\$ 594	\$ 201,989	0.04%	595	1
UCHUCKLESAHT		\$ 16,600	0.00%	\$ 49	\$ 0	0.00%	0	-49
AREA A		\$ 19,600,147	3.40%	\$ 57,645	\$ 19,510,676	3.40%	57,506	-140
AREA B		\$ 10,136,522	1.76%	\$ 29,812	\$ 10,109,422	1.76%	29,797	-16
AREA C		\$ 23,721,453	4.12%	\$ 69,767	\$ 23,688,201	4.12%	69,819	52
AREA D		\$ 84,738,097	14.72%	\$ 249,221	\$ 84,627,507	14.73%	249,432	211
AREA E		\$ 32,191,182	5.59%	\$ 94,677	\$ 32,189,683	5.60%	94,876	200
AREA F		\$ 37,388,073	6.49%	\$ 109,961	\$ 37,366,537	6.50%	110,134	173
		<u>\$ 575,819,141</u>	<u>100.00%</u>	<u>\$ 1,693,527</u>	<u>\$ 574,581,497</u>	<u>100%</u>	<u>\$1,693,527</u>	<u>\$0</u>



Alberni-Clayoquot Regional Hospital District

Bylaw No. 120

A bylaw to adopt the Annual Budget for the Year 2016

The Board of Directors for the Alberni-Clayoquot Regional Hospital District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as the ***“Alberni-Clayoquot Regional Hospital District 2016 Annual Budget Bylaw No. 120”***.
2. Schedule “A” attached hereto and forming part of this Bylaw is the Annual Budget for the Alberni-Clayoquot Regional Hospital District for the year ending December 31, 2016.

Read a first time this 10th day of February, 2016.

Read a second time this day of , 2016.

Read a third time this day of , 2016.

Adopted this day of , 2016.

Chairperson

Chief Administrative Officer



**ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT
2016 BUDGET
SCHEDULE A - BYLAW NO. 120**

Line	History			Budget	Line
	2015 ACTUAL	2015 PLAN		2016	
REVENUE					
1	\$ 84,473	\$ 84,473	Surplus (deficit) from prior years	326,441	1
2	1,693,527	1,693,527	Tax requisition	1,699,559	2
3	16,012	8,000	Grants in lieu of taxes	8,000	3
4	24,751	20,000	Investment income & refunds	20,000	4
5	\$ 1,818,763	\$ 1,806,000	TOTAL REVENUE	\$ 2,054,000	5
EXPENDITURES					
6	\$ 18,000	\$ 18,000	Administration costs	\$ 18,000	6
7	426,156	429,000	Debenture - interest	412,000	7
8	498,166	809,000	Debenture - principal	507,000	8
9	550,000	550,000	Annual equipment grant	550,000	9
10	-	-	WCGH Equipment 2016/17	567,000	10
11	\$ 1,492,322	\$ 1,806,000	TOTAL EXPENDITURES	\$ 2,054,000	11

**ALBERNI CLAYOQUOT REGIONAL HOSPITAL DISTRICT
DEBENTURE DEBT BALANCE DECEMBER 31, 2015**

Issue	LA/CB	SI	Balance Dec 31, 2014	Payments & Actuarial Adj	Balance Dec 31, 2015	Maturity Date	2016 Debt Principal	2016 Interest	
71	75	1999F	427,825.67	78,163.17	349,662.50	01 Dec 2019	41,233.30	26,121.28	
72	75	2000S	1,228,741.79	182,933.09	1,045,808.70	01 Jun 2020	101,050.54	64,015.44	
73	75/82	2000F	1,667,720.50	248,287.54	1,419,432.96	01 Jun 2020	137,151.73	86,885.50	
75	83/75/82	2001F	2,096,854.50	257,535.29	1,839,319.21	01 Jun 2022	136,576.46	137,738.96	
77	75/82	2002S	835,680.56	87,513.98	748,166.58	01 Jun 2020	48,731.06	49,145.84	
78	75	2002F	227,658.65	23,840.84	203,817.81	01 Jun 2020	13,275.47	9,218.28	
79	75	2003S	191,273.21	17,346.57	173,926.64	03 Jun 2023	10,142.18	7,042.58	
93	75/82	2005S	53,580.15	4,281.12	49,299.03	04 Jun 2025	4,390.29	2,402.30	
517	54	517	11,051.84	5,525.92	5,525.92	30 Nov 2023	5,525.92	11,571.82	
623	54	623	18,354.37	18,354.37	0.00	29 Dec 2017	0.00	0.00	
624	54	624	27,045.52	13,419.02	13,626.50	30 Nov 2023	8,259.03	17,294.80	
			<u>\$ 6,785,786.76</u>	<u>\$ 937,200.91</u>	<u>\$ 5,848,585.85</u>			<u>\$ 506,335.98</u>	<u>\$ 411,436.80</u>