



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING WEDNESDAY, NOVEMBER 14, 2018

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 – October 10, 2018	3-5
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on October 10, 2018 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 Finance Warrant 516	6-7
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 516 in the amount of \$10,511.39 dated October 31, 2018.</i>	
8. <u>REPORTS</u>	
a. Bamfield Health Centre – B. Beckett	
b. Alberni-Clayoquot Continuing Care Society – J. McNabb	
c. Island Health Capital Planning Committee – P. Cote/J. Osborne	

- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital – J. Osborne/M. Noel
- f. Alberni-Clayoquot Health Network – P. Cote/J. Osborne
- 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, OCTOBER 10, 2018

Uchucklesaht Tribe Government Office, 5251 Argyle Street, Port Alberni, BC

DIRECTORS

Josie Osborne, Chairperson, Mayor, District of Tofino

PRESENT:

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

Tony Bennett, Director, Electoral Area "C" (Long Beach)

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

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

Lucas Banton, Director, Electoral Area "F" (Cherry Creek)

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, Yuułu?it?ath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation (via telecom)

REGRETS:

John Jack, Vice-Chairperson, Councillor, Huu-ay-aht First Nation

STAFF PRESENT:

Douglas Holmes, Chief Administrative Officer

Teri Fong, Manager of Finance

Rob Williams, General Manager of Environmental Services

Wendy Thomson, Manager of Administrative Services

Janice Hill, Executive Assistant

Alex Dyer, Planner

1. CALL TO ORDER

The Chairperson called the meeting to order at 2:48 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 Ruttan

SECONDED: Director Cootes

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – September 26, 2018

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on September 26, 2018 be adopted

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision Finance Warrant No. 515

MOVED: Director Cootes

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 515 in the amount of \$25,693.20 dated September 30, 2018.

CARRIED

8. REPORTS

a. Bamfield Health Centre – K. Wyton

No report.

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

Director McNabb, reported that Island Health has agreed to discuss patient care hours with the ACCCS.

c. IH Capital Planning Committee – P. Cote/J. Osborne – No Report

No report

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

No report

- e. **Tofino General Hospital – J. Osborne/D. St. Jacques**
The Chairperson advised that an invitation has been sent to Minister Dix, Minister of Health to visit the Tofino General Hospital.
- f. **Alberni-Clayoquot Health Network – P. Cote/J. Osborne**
No report
- g. **Other Reports**

MOVED: Director Cote
SECONDED: Director Banton

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 Cotes
SECONDED: Director Ruttan

THAT this meeting be adjourned at 2:53 pm

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Wendy Thomson,
Manager of Administrative Services



REQUEST FOR DECISION

To: Hospital District Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: November 14, 2018
Subject: Finance Warrant No. 516

Recommendation:

That the Alberni-Clayoquot Regional Hospital District Board of Directors approve Finance Warrant Number 516 in the amount of \$10,511.39 dated October 31, 2018.

Desired Outcome:

To provide transparency of the Regional Hospital District's financial affairs.

Summary:

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.

Time Requirements – Staff & Elected Officials:

Minimal.

Submitted by: _____

Teri Fong, CPA, CGA, Manager of Finance



Supplier : 0050 To 912
Trans. Date : 01-Oct-2018 To 31-Oct-2018
Cheque Date : 01-Oct-2018 To 31-Oct-2018
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	
1125	MUNICIPAL FINANCE AUTHORITY						
EFT-9	06-Oct-2018		Issued	28	E	912.64	
93-2/18	01-4-6030-000	ACCOUNTS PAYABLE			912.64		
Invoice Description -->		DEBENTURE DEBT					
Total :					912.64	0.00	912.64
Supplier Total :					912.64	0.00	912.64

1850	VANCOUVER ISLAND HEALTH AUTHORITY						
1067	09-Oct-2018		Issued	24	C	9598.75	
OCT9/18	01-4-6030-000	ACCOUNTS PAYABLE			9598.75		
Invoice Description -->		P362 - P370					
Total :					9598.75	0.00	9598.75
Supplier Total :					9598.75	0.00	9598.75

Total Computer Paid :	<u>9,598.75</u>	Total EFT PAP :	<u>912.64</u>	Total Paid :	<u>10,511.39</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		