



Hospital District Board of Directors Meeting

Wednesday, December 8, 2021

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

Immediately following the Board Meeting

Regular Agenda

Watch the meeting live at <https://www.acrd.bc.ca/events/8-12-2021/>

Register to participate via Zoom Webinar at:

https://portalberni.zoom.us/webinar/register/WN_p7-ugX3JTLq3_pJMiHT4DQ

- | | PAGE # |
|--|---------------|
| <p>1. <u>CALL TO ORDER</u>
<i>(immediately following the ACRD Board Meeting)</i></p> <p>Recognition of Territories.</p> <p>Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.</p> | |
| <p>2. <u>APPROVAL OF AGENDA</u>
<i>(motion to approve, including late items requires 2/3 majority vote)</i></p> | |
| <p>3. <u>ADOPTION OF MINUTES</u></p> <p>a. Board of Directors Meeting – November 10, 2021</p> <p><i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors meeting held on November 10, 2021 be adopted.</i></p> | 4-7 |
| <p>4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)</u></p> | |
| <p>5. <u>CORRESPONDENCE FOR ACTION</u></p> | |
| <p>6. <u>CORRESPONDENCE FOR INFORMATION</u></p> <p>a. ISLAND HEALTH
News Release – Dr. Richard Stanwick to Retire, Island Health Begins Search for New Chief Medical Health Officer</p> <p><i>THAT this correspondence be received for information.</i></p> | 8-9 |
| <p>7. <u>REQUEST FOR DECISIONS & BYLAWS</u></p> | |

- a. **Request for Decision**
2022 Provisional Budget

10-13

THAT the Alberni Clayoquot Regional Hospital District Board of Directors give first reading to the bylaw cited as “Alberni-Clayoquot Regional Hospital District 2022 to 2026 Provisional Budget No. 132”.

THAT the Alberni Clayoquot Regional Hospital District Board of Directors give second reading to the bylaw cited as “Alberni-Clayoquot Regional Hospital District 2022 to 2026 Provisional Budget No. 132”.

THAT the Alberni Clayoquot Regional Hospital District Board of Directors give third reading to the bylaw cited as “Alberni-Clayoquot Regional Hospital District 2022 to 2026 Provisional Budget No. 132”.

THAT the Alberni Clayoquot Regional Hospital District Board of Directors adopt the bylaw cited as “Alberni-Clayoquot Regional Hospital District 2022 to 2026 Provisional Budget No. 132”.

8. REPORTS

- a. Bamfield Health Centre – B. Beckett
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. West Coast Native Health Care Society – P. Cote
- d. Tofino General Hospital – West Coast Directors
- e. Alberni-Clayoquot Health Network – P. Cote
- Draft Alberni Clayoquot Health Network Table of Partners Meeting –November 17, 2021
- f. West Coast General Hospital – Alberni Valley Directors
- g. Other Reports

14-16

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

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

Questions/Comments from the public:

- Participating in Person in the Board Room
- Participating in the Zoom meeting
- Emailed to the ACRD at responses@acrd.bc.ca

12. **ADJOURN**



**MINUTES OF THE BOARD OF DIRECTORS MEETING
HELD ON WEDNESDAY, NOVEMBER 10, 2021**

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

- DIRECTORS PRESENT:** John McNabb, Chairperson, Director, Electoral Area "E" (Beaver Creek)
John Jack, Vice-Chairperson, Councillor, Huu-ay-aht First Nation
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Sarah Rymer, Alternate Director, Electoral Area "B" (Beaufort)
Kel Roberts, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Dianne Bodnar, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Mayor, City of Port Alberni
Ron Paulson, Councillor, City of Port Alberni
Rachelle Cole, Councillor, District of Ucluelet
Tom Stere, Councillor, District of Tofino
Kirsten Johnsen, Councillor, Toquaht Nation
- REGRETS:** Tanya Shannon, Director, Electoral Area "B" (Beaufort)
Alan McCarthy, Member of Legislature, Yuułu?i?ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- STAFF PRESENT:** Teri Fong, Acting Chief Administrative Officer
Tricia Bryant, Acting Chief Financial Officer
Mike Irg, General Manager of Development Services
Wendy Thomson, General Manager of Administrative Services
Janice Hill, Executive Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at www.acrd.bc.ca/events/10-11-2021/

1. CALL TO ORDER

The Chairperson called the meeting to order at 2:59 pm.

The Chairperson recognized this meeting is being held throughout the Nuu-chah-nulth territories.

The Chairperson reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

2. APPROVAL OF AGENDA

MOVED: Director Paulson
SECONDED: Director Cote

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – October 13, 2021

MOVED: Director Cote
SECONDED: Director Johnsen

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on October 13, 2021 be adopted.

CARRIED

4. CORRESPONDENCE FOR INFORMATION

a. Correspondence October 15, 2021 from Ministry of Health, Island Health and West Coast General Hospital Foundation regarding West Coast General Hospital emergency department expansion begins.

MOVED: Director Roberts
SECONDED: Director Beckett

THAT this correspondence be received for information.

CARRIED

5. REPORTS

a. Bamfield Health Centre – B. Beckett

Director Beckett reported VIHA approved a second nurse to assist in November with the various vaccine clinics including the COVID and flu vaccine. Nursing staff reported they are relying heavily on the Lady Rose for lab services due to the poor condition of the road.

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

Director McNabb provided a brief update on their last meeting. They had a good discussion with Island Health respecting ongoing issues. There has been some reduction in staff resources due to the vaccination requirements.

c. West Coast Native Health Care Society – P. Cote

Director Cote provided a brief update. They are working on a staff vaccination policy.

- d. **Tofino General Hospital – West Coast Directors – No Report**
- e. **Alberni-Clayoquot Health Network – P. Cote – No Report**
- e. **West Coast General Hospital – Alberni Valley Directors**
- g. **Other Reports**

MOVED: Director Jack
SECONDED: Director Paulson

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

CARRIED

MOVED: Director Cote
SECONDED: Director Rymer

THAT the Alberni-Clayoquot Regional Hospital District instruct staff to invite Ellen Froid, Executive Director, Alberni Community & Women’s Services to make a presentation to an upcoming Regional Hospital District meeting.

CARRIED

6. LATE BUSINESS

7. QUESTION PERIOD

Questions/Comments from the public. The Corporate Officer advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

8. ADJOURN

MOVED: Director Beckett
SECONDED: Director Johnsen

THAT this meeting be adjourned at 3:10 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Wendy Thomson,
General Manager of Administrative Services

From: [Island Health Communication](#)
To: [Island Health Communication](#)
Subject: Island Health news release: Dr. Richard Stanwick to retire, Island Health begins search for new Chief Medical Health Officer
Date: November 8, 2021 9:31:33 AM
Attachments: [image001.wmz](#)
[image002.png](#)
[image007.png](#)

[CAUTION] This email originated from outside of the ACRD



NEWS RELEASE

FOR IMMEDIATE RELEASE
November 8, 2021

Dr. Richard Stanwick to retire, Island Health begins search for new Chief Medical Health Officer

Island-wide — After dedicating more than 25 years of service to the population and population health of residents in the Island Health region, Dr. Richard Stanwick will be retiring as Island Health’s Vice-President, Population Health and Chief Medical Health Officer effective December 31, 2021.

“On behalf of the province, I’d like to thank Dr. Stanwick and acknowledge his contributions to Island Health and our health system as a whole,” said Adrian Dix, Health Minister. “Dr. Stanwick has played a pivotal role in keeping our community safe through our province’s two ongoing health crises – the COVID-19 pandemic and the toxic drug supply. You need tenacity to make change, and you have led with tenacity.”

“Richard’s passion, compassion and relentless drive to improve the health of all people we serve – and in particular his respect for and commitment to underserved and vulnerable populations - has intertwined to the point that they are just simply part of his DNA,” said Kathy MacNeil, Island Health’s President and CEO. “I am deeply grateful for all he has done to make our communities a better place to work, live and play, and Island Health a better organization through his contributions.”

Dr. Stanwick came to B.C. in 1995 from Manitoba, where he spent five years as the Medical Health Officer for the City of Winnipeg.

Dr. Stanwick took on many campaigns over the past 25 years; first in 1995 as the Medical Health Officer for the Capital Regional District, from 1997 as Medical Health Officer for the Capital Health Region, and then since 2001 as Island Health’s Chief Medical Health Officer. Many of these campaigns faced criticism, and even opposition, when he began to advocate for change. However, as we look back now at the change over the space of time, we know these changes made a substantial improvement in population health.

More recently – as we have faced the dual public health emergencies of the toxic drug supply and COVID-19 – Dr. Stanwick has again co-led our responses and served as a trusted voice to help people and communities understand our shared challenges, and encourage actions we can all take to protect and support ourselves, those we care for and about, and the communities we live in.

“Dr. Stanwick’s well-considered, insightful perspectives, wisdom and, at just the right times, much-valued humour have made a positive and lasting impact, not only during the COVID-19 pandemic and toxic drug crisis we are currently facing, but in the many years that all of us in public health have had the honour of working with him. It is with heartfelt gratitude that I thank him for his public service and invaluable contributions to the health of all people in our province,” said Dr. Bonnie Henry, BC’s provincial health officer.

Over the next two months, Island Health will take the time to more fulsomely recognize and thank Dr. Stanwick for his extraordinary career. We will also embark on an international search for Island Health’s new Chief Medical Health Officer.

“Right now my focus continues to be on our dual public health emergencies of the drug poisoning crisis and our COVID-19 response, and this will continue to be to be my focus until my retirement at the end of December,” said Dr. Stanwick. “I very much appreciate the kind words I have already received and I look forward to publicly sharing some reflections on my career as we get closer to the end of December.”

-30-

Central/North Island media inquiries

Dominic Abassi

250-755-7966

Dominic.Abassi@islandhealth.ca

South Island media inquiries:

Andrew Leyne

250-370-8908

Andrew.leyne@islandhealth.ca

This Island Health notice has been sent to media on Vancouver Island. View online at www.islandhealth.ca/news

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REQUEST FOR DECISION

To: Regional Hospital District Board of Directors

From: Teri Fong, CPA, CGA, Chief Financial Officer

Meeting Date: December 8, 2021

Subject: 2022 Provisional Budget

Recommendation:

THAT the Alberni Clayoquot Regional Hospital District Board of Directors give first reading to the bylaw cited as "Alberni-Clayoquot Regional Hospital District 2022 to 2026 Provisional Budget No. 132".

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Background:

Regional Hospital District's provide the local share of 40% for funding of capital costs associated with the construction, acquisition and maintenance of hospital facilities and major equipment within the boundaries. The ACRHD does not operate any facilities, it only provides capital funding. Island Health, with funding from the Province, pays the other 60% of the capital funding requirements and operates the facilities within the ACRHD's boundaries.

The Hospital District Act requires that the ACRHD adopt a Provisional Budget for the following year by December 31st. A separate Annual Budget, in the same 5 year format, will be presented to the Board in February 2022 and requires adoption prior to March 31st.

Summary:

The Regional Hospital District paid for 40% of the West Coast General Hospital (WCGH) construction using long term debt secured through the Municipal Finance Authority of BC (MFA). The balance of the debt outstanding is estimated to be approximately \$105,000 at the end of 2021. The WCGH debt will be paid in full during the year 2025.

The 2021 ACRHD Financial Plan included the development of a reserve for the Tofino General Hospital (TGH). The TGH is beyond its useful life and will require replacement in the coming years. Island Health has confirmed that the project is on their priority list and will be coming to meet with the Board in early 2022 to discuss. The building of a reserve fund for the construction will reduce the amount of borrowing required when the project is completed.

Based on this previous direction, the attached provisional budget includes a flat tax requisition of \$1.8 million over the next five years with excess funds being allocated into a reserve fund for the TGH project. Staff recommend that the Provisional Budget be adopted with a 0% tax requisition increase and that any increases or reductions in the requisition

be considered during the development of the Annual Budget in February and March as the Regional District Financial Plan will also be under development and the two plans can be considered together.

The ACRHD also cost shares on equipment and other projects with Island Health each year. As in prior years, the provisional budget also includes an equipment and minor capital grant of \$550,000 for Island Health to purchase equipment and complete projects for the hospitals in the Region. Island Health will provide a letter in January 2022 explaining their plan in the Region. This letter will be presented as part of the Annual Budget process.

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 Island Health.

Financial:

The Provisional Budget has been developed with a tax requisition of \$1.8 million which is the same as the prior year. The tax rate and estimated residential tax impact by area will be presented during the Annual Budget process when the 2022 assessed values are available.

Policy or Legislation:

The ACRHD is required by Section 23 of the Hospital District Act to adopt a provisional budget by December 31st for the following year. Hospital District Act Section 20(4) provides the ACRHD the ability to maintain a reserve account for specified purposes.

Submitted by: Teri Fong
Teri Fong, CPA, CGA, Chief Financial Officer

Approved by: Daniel Sailland
Daniel Sailland, MBA, Chief Administrative Officer



**ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT
2022 TO 2026 PROVISIONAL BUDGET
SCHEDULE A - BYLAW NO. 132**

		History					Budget	
		2021	2022	2023	2024	2025	2026	
		PLAN						
Line		REVENUE						Line
1	81,080	Surplus (deficit) from prior years	-	-	-	-	-	1
2	1,800,000	Tax requisition	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	2
3	7,000	Grants in lieu of taxes	7,000	7,000	7,000	7,000	7,000	3
4	20,000	Investment income & refunds	20,000	20,000	20,000	20,000	20,000	4
5	\$ 1,908,080	TOTAL REVENUE	\$ 1,827,000	5				
		EXPENDITURES						
6	\$ 25,000	Administration costs	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	6
7	112,000	Debenture - interest	19,000	5,000	1,000	1,000	-	7
8	351,000	Debenture - principal	29,000	16,000	6,000	6,000	-	8
9	550,000	Annual equipment grant	550,000	550,000	550,000	550,000	550,000	9
10	-	Major equipment/project contributions	-	-	-	-	-	10
11	870,080	Reserve fund contribution	1,204,000	1,231,000	1,245,000	1,245,000	1,252,000	11
12	\$ 1,908,080	TOTAL EXPENDITURES	\$ 1,827,000	12				
		TOFINO GENERAL HOSPITAL RESERVE						
13	\$ 358,148	Balance, beginning of year	\$ 1,234,128	\$ 2,451,928	\$ 3,705,928	\$ 4,983,428	\$ 6,270,428	13
14	870,080	Contribution from operating fund	1,204,000	1,231,000	1,245,000	1,245,000	1,252,000	14
15	-	Grants and other contributions	-	-	-	-	-	15
16	5,900	Interest earnings	13,800	23,000	32,500	42,000	51,700	16
17		<i>Less - capital expenditures</i>						17
18	-	Tofino General Hospital	-	-	-	-	-	18
19	-	Total capital expenditures	-	-	-	-	-	19
20	\$ 1,234,128	BALANCE, END OF YEAR	\$ 2,451,928	\$ 3,705,928	\$ 4,983,428	\$ 6,270,428	\$ 7,574,128	20

Table of Partners Minutes

Wednesday, November 17, 2021 @ 9:30 am

Via Zoom on-line meeting

Participants: Penny Cote (Chairperson), Marcie DeWitt (Coordinator), Rachelle Cole, Anna Lewis, Debra Hamilton, Edward Johnson, Ellen Froid, Curt Smecher, Deb Haggard, Alisha Pauling, Natasha Dumont, Teri Fong, Shane Koren, Julia Martin, Jane Osborne

Regrets: Christine Washington, Bill Collette, Molly Law

1. CALL TO ORDER

The Chairperson called the meeting to order at 9:32 am.

The Chairperson recognized the meeting is being held throughout the Nuuchahnulth territories.

2. APPROVAL OF AGENDA & MINUTES

The Agenda for the November 17, 2021 meeting was approved.

The Minutes of the October 20, 2021 meeting were approved.

3. IN-CAMERA

Motion to go In-Camera

MOVED: Anna Lewis

SECONDED: Ellen Froid

The meeting was closed to the public at 9:34 am

The meeting was re-opened to the public at 9:40 am

4. ACHN REPORTS

a. **Coordinator Update** - Marcie DeWitt reported on activities that she was involved in since our previous meeting as outlined in the agenda package.

Highlights:

- Contract review with the ACRD
- Poverty Reduction Action Plan, working with a graphic designer and editor
- Rural & Remote working group research project
- Plan H Policy Group Equity Discussion

5. ACHN UPDATES

a. **Poverty Reduction**

- Moving forward with the action plan

- Graphic designer on board
 - Working with an editor
- b. Communities Building Youth Futures**
- Met with Natasha from Tamarack as well as BC Manager of Cities for Tamarack and got a lot of assistance with structuring the document (included in agenda)
 - Moving 6 communities forward of the 7 that were approached
 - Decision will be made this month if we are moving forward, and, if so, we will start right away
- c. 2022 ACHN ToP Membership**
- Updated application slightly for this year
 - Margaret and Lynne retired; Bill has been too busy to continue
 - Looking for 3-6 members
 - Share the application with anyone who may be a good fit

6. ACHN Table of Partners Information Package Review – Communications and Engagement Plan

Reviewed the Communication Plan Goals and Objectives as included in the agenda package and found in the ACHN Table of Partners digital manual under Section #4, ACHN Mechanisms, Communications.

- Being consistent with our communications
- In-line with the strategic plan

Chair position – spoke with Wendy and she will assist with running that process. Marcie will connect with Wendy and will plan to connect for the December meeting.

7. INFORMATION ITEMS

Ellen – Sexual Assault team attended 15 times at the hospital with the forensic nurse. Second training session underway. Housing project is moving forward. Preliminary budget to BC Housing for our housing project. Contractor has been chosen and is working on zoning applications. Co-chair CAT – LOUD (Learning about Opioid Use Disorder) training – asked WCGH to use this training in ER – been hesitating. No detox bed at WCGH. November 25th marks the beginning of the 16 Days of Activism to End Gender Based Violence. Each day offers something to think about. Will email the calendar to the group.

Anna – Air Quality – ACRD adopted two bylaws re: open burning and woodstoves. Agriculture – final workshop for coastal community gardens next week.

Deb – begin to train youth 16-25 in the youth peer support curriculum. Peer counselling and support has been bubbling up over the past several years. Ten-week curriculum supported by ADAPTS followed by a practicum placement. Also delivering youth outreach for the City with UBCM funding and another partner to match funds. Hosting a very popular Gender Journeys group for parents with gender creative youth – three sessions prior to the end of the year.

Rachelle – no report

Edward – working on the culture plan that had been put on hold when the pandemic began. Meetings with other FN on the island. Work on the Mother Centre. Had the groundbreaking for the road last month. Getting meetings with the ministers about the Mother Centre. Discussions about having K-12 in Bamfield once the road is done and the potential for the increase in population.

Debbie – CPA approved a Downtown Revitalization Plan, focusing on a social economic lens.

Penny – ACRD Grant-in-Aid deadline is January 15th. Construction is underway to WCGH emergency room. WCGH foundation has committed \$2 million to this project. Still need to raise some of that money. Project value is over \$5 million.

Jane – BCCRN year end is approaching. Will then start again with small projects around vulnerable adults. Looking for a new host agency for the Alberni Valley. \$7000 in funding is available to small project that address any aspect of vulnerable adults. Continue to work with the United Way on Rural and Remote Project.

Alisha – Community Health Services – Third phase of renovations at 6th Ave building are almost complete. Geriatric Specialty Services has been integrated in just over a month ago. Diabetes Education is moving in as well. New beautiful ambulatory treatment room. Working on a home support improvement project. Health career support workers – 10 started in summer, have been partnering with a community support worker, then go back to school; will graduate next summer, then offer service for one year. Have seven nurses placed in physician's offices giving support.

Natasha – Public Health: working toward Kindergarten to age 11 COVID immunizations – awaiting provincial approval and dosing. T-F clinics are still operating at the health unit in Port Alberni and some Saturdays. Saturdays will become routine (date unknown). Will also be adding Mondays at the PA Friendship Centre. Health Outreach Program expanding to 7-days a week next year.

Marcie – New Spaces funds – submitted an application for Tofino.

8. MEETING ADJORNED

The meeting adjourned at 11:30 am.

The next meeting of the Table of Partners will be held Wednesday, December 15th at 9:30 am.