



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 12, 2013

Ucluelet Community Centre, 500 Matterson Drive, Ucluelet, BC

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u> <i>(immediately following the ACRD Board Meeting)</i>	
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 – May 8, 2013	3-6
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on May 8, 2013 be adopted.</i>	
4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS</u>	
5. <u>CORRESPONDENCE FOR ACTION</u>	
6. <u>CORRESPONDENCE FOR INFORMATION</u>	
a. MINISTRY OF HEALTH Residential Care Facility in Tofino and Hospital Heliport	7
b. PACIFIC RIM HEALTH SERVICES CO-OPERATIVE Reimbursement of Shares	8
<i>THAT the Board of Directors receive Correspondence a-b.</i>	
7. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. Request for Decision Finance Warrant No. 463	9-10
<i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 463 in the amount of \$14,433.31 dated May 31, 2013.</i>	

8. REPORTS

- a. Bamfield Outpost Hospital – E. Geall
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. VIHA Capital Planning Committee – P.Cote/C. Solda
- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital – J. Osborne/B. Irving
- 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, MAY 8, 2013

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
Linda Myres, Alternate Director, Electoral Area "A" (Bamfield)
Mike Kokura, Electoral Area "B" (Beaufort)
Clive Pemberton, Alternate Director, Electoral Area "C" (Long Beach)
John McNabb, Electoral Area "E" (Beaver Creek)
Lindsay Rogers, Alternate Director, 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?if?ath 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, Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 3:20 pm.

2. APPROVAL OF AGENDA

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the agenda be approved as circulated with the addition of the following late item – Vancouver Island Health Authority, April 30, 2013 regarding development of a multi-level residential care facility.

CARRIED

3. ADOPTION OF MINUTES

a. Board of Directors Meeting – April 10, 2013

MOVED: Director McNabb

SECONDED: Director Solda

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on April 10, 2013 be adopted.

CARRIED

b. Health Network Meeting – April 18, 2013

MOVED: Director McLeman

SECONDED: Director Solda

THAT the minutes of the Alberni-Clayoquot Regional Health Network meeting held on April 18, 2013 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

a. BRITISH COLUMBIA NEWSROOM

New Incentive to Recruit Doctors to Rural Communities.

MOVED: Director Solda

SECONDED: Director Jack

THAT the above noted correspondence be received.

CARRIED

b. Letter from Vancouver Island Health Authority, April 30, 2013

Development of a multi-level residential care facility.

MOVED: Director Jack

SECONDED: Director Osborne

THAT this correspondence be received.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Finance Warrant No. 461.

MOVED: Director Jack

SECONDED: Director McLeman

THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 461 in the amount of \$20,678.63 dated March 31, 2013.

CARRIED

b. Request for Decision regarding Finance Warrant No. 462.

MOVED: Director Kokura

SECONDED: Director Solda

THAT the Regional Hospital District Board of Directors approves Finance Warrant No. 462 in the amount of \$200,252.08 dated April 30, 2013.

CARRIED

8. REPORTS

a. Bamfield Outpost Hospital – E. Geall

Alternate Director Myres reported that VIHA has developed an emergency plan for the Bamfield Outpost Hospital for the first time.

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

Director McNabb reported on the meeting held on Tuesday. The upgrades to Fir Park Village are on budget and going well and should be finished soon.

c. VIHA Capital Planning Committee – P. Cote/C. Solda

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

e. Tofino General Hospital – J. Osborne/B. Irving – No Report

f. Alberni-Clayoquot Health Network – P. Cote – No Report

g. Other Reports

MOVED: Director Irving

SECONDED: Director Osborne

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

CARRIED

9. QUESTION PERIOD

10. ADJOURN

MOVED: Director Solda

SECONDED: Director McLeman

THAT this meeting be adjourned at 3:41 pm.

CARRIED

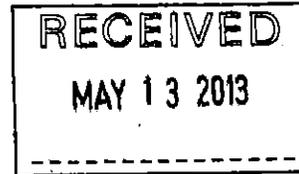
Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer



MAY 08 2013



968646

Ms. Cindy Solda
Vice Chair
Alberni – Clayoquot Regional District
3008 Fifth Avenue
Port Alberni BC V9Y 2E3

Dear Ms. Solda:

Thank you for your letter of February 26, 2013, to the Honourable Margaret MacDiarmid, Minister of Health regarding a residential care facility in Tofino.

Due to the current election cycle, I am pleased to respond on behalf of the Ministry of Health and update you on the status of the lease approval and the heliport location.

In order to finalize the land lease, the Vancouver Island Health Authority (VIHA) has had to review the options for the hospital heliport. There are a considerable number of restrictions on the design and placement of heliports therefore, VIHA has undertaken detailed planning on the various heliport location options.

The heliport planning is nearing completion therefore we expect that VIHA and the Ministry of Health will be able to resolve the land lease in the coming few weeks.

Yours truly,

A handwritten signature in cursive script, appearing to read "Manjit Sidhu".

Manjit Sidhu, CA
Assistant Deputy Minister
Financial and Corporate Services

pc: Mr. Chris Sullivan, Regional Director, Capital Planning, Vancouver Island Health Authority

Pacific Rim Health Services Co-operative

P.O. Box 183

601-3555 Johnston Road

Port Alberni, BC V9Y 8K2

April 20, 2013

Dear Shareholder;

When the shareholders made the decision to dissolve the Pacific Rim Health Services Co-operative, a decision was also made to automatically return share values of \$100.00 or more and share values of less upon request.

Please find your cheque enclosed.

Thank you for your support.

Best regards,

Margaret Gregory Secretary

Bev Denning, President

PACIFIC RIM HEALTH SERVICES COOPERATIVE		1571
4711 ELIZABETH ST. PORT ALBERNI, B.C. V9Y6M1		DATE 2013-04-06 Y Y Y Y M M D D
PAY to <u>Regional Hospital District of Alberni Clayoquot</u> \$ 350.00		
the order of <u>three hundred & fifty</u>		xx DOLLARS 
 Canada Trust 3008 - 3RD AVENUE PORT ALBERNI, BC V9Y 2A5	 PER <u><i>Margaret Gregory</i></u>	PACIFIC RIM HEALTH SERVICES COOPERATIVE
RE <u>35 shares reimbursed</u>	PER <u><i>Bev Denning</i></u>	

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MEMORANDUM

TO: Regional Hospital District Board of Directors
FROM: Teri Fong, CGA, Manager of Finance
DATE: June 3, 2013
RE: Finance Warrant No.463

Recommendation:

That the Regional Hospital District Board of Directors approves Finance Warrant Number 463 in the amount of \$14,433.31 dated May 31, 2013.

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, CGA, Manager of Finance



**Alberni-Clayoquot Regional Hospital
Cheque Register - Detail - Supp.**



AP5100 **Page : 1**
Date : Jun 03, 2013 **Time :** 9:56 am
Bank : 1 To 1
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0050 To 912
Trans. Date : 01-May-2013 To 31-May-2013
Cheque Date : 01-May-2013 To 31-May-2013
Cheque No. : All
Batch No. : All

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
1125	MUNICIPAL FINANCE AUTHORITY						
EFT-8	30-May-2013		Issued	12	E	8647.40	
624-1/2013	01-4-6030-000	ACCOUNTS PAYABLE			8647.40		
Invoice Description -->		DEBENTURE DEBT					
Total :					8647.40	0.00	8647.40
EFT-9	30-May-2013		Issued	12	E	5785.91	
517-1/2013	01-4-6030-000	ACCOUNTS PAYABLE			5785.91		
Invoice Description -->		DEBENTURE DEBT					
Total :					5785.91	0.00	5785.91
Supplier Total :					14433.31	0.00	14433.31

Total Computer Paid :	<u>0.00</u>	Total EFT PAP :	<u>14,433.31</u>	Total Paid :	<u>14,433.31</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		