

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT
AGENDA
THURSDAY, JANUARY 3, 2019

CALL TO ORDER

ELECTION OF CHAIR

ELECTION OF ACTING CHAIR

MOTION TO GO IN-CAMERA

In accordance with Section 90(2)(b) of the *Community Charter*, consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (SNRHD Budget) it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that the meeting must be closed to the public and therefore exercise their option of excluding the public for this meeting.

SUPPLEMENTARY AGENDA

Receive

AGENDA – January 3, 2019

Approve

PAGE NO.

MINUTES

ACTION

3-5

Stuart-Nechako Regional Hospital District Meeting Minutes – November 15, 2018

Adopt

REPORTS

6

John Illes, Treasurer – 2019 Budget for Three Readings and Adoption

Recommendation (Page 6)

7-8

John Illes, Treasurer – Capital Expenditure Bylaw 72 for Three Readings and Adoption

Recommendation (Page 7)

CORRESPONDENCE

9

Northern Health – Media Bulletin - Northern Health Connections Modified Holiday Schedule

Receive

VERBAL REPORTS

RECEIPT OF VERBAL REPORTS

BYLAWS

<u>PAGE NO.</u>	<u>Bylaws for First, Second, Third Reading & Adoption</u>	<u>ACTION</u>
10-11	<u>No. 71</u> – Stuart-Nechako Regional Hospital District Annual Budget Bylaw (all/weighted/majority)	1 st , 2 nd , 3 rd Reading & Adoption
12	<u>No. 72</u> – Stuart-Nechako Regional Hospital District Capital Expenditure Bylaw (all/weighted/majority)	1 st , 2 nd , 3 rd Reading & Adoption

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

REPORTS (CONT'D)

September 30, 2018 Financial Update Moved by Director Greenaway
Seconded by Director McGuire

SNRHD.2018-9-4 "That the Stuart-Nechako Regional Hospital District Board of Directors receive the Treasurer's October 30, 2018 memo titled "September 30, 2018 Financial Update"; and that the SNRHD Financial Statements for the six months ending September 30, 2018 be received."

(All/Directors/Majority) CARRIED UNANIMOUSLY

CORRESPONDENCE

Northern Health - UBCM Meeting September 13, 2018 Moved by Director McGuire
Seconded by Director Playfair

SNRHD.2018-9-5 "That the Stuart-Nechako Regional Hospital District Board of Directors receive the correspondence from Northern Health – UBCM Meeting September 13, 2018."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Correspondence Moved by Director Greenaway
Seconded by Director Riis-Christianson

SNRHD.2018-9-6 "That the Stuart-Nechako Regional Hospital District Board of Directors receive the following correspondence:

- Northern Health – Stuart Lake Hospital – Advance Patient Transfers
- Northern Health – Heart Health! Northern Health Set to Begin Community Consultation Across the Region
- Northern Health – Wildfires, Heart Health and Hospital Projects: NH Board Meeting Highlights
- Northern Health – Not all Meds Get Along – Canadian Patient Safety Week 2018."

(All/Directors/Majority) CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORT

Burns Lake Hospital Capital Replacement Reserve Moved by Director Storey
Seconded by Director Funk

SNRHD.2018-9-7 "That the Stuart-Nechako Regional Hospital District Board of Directors receive the Treasurer's October 30, 2018 memo titled "Burns Lake Hospital Capital Replacement Reserve" and,
"That the Stuart-Nechako Regional Hospital District utilize the remaining funds in the Burns Lake Hospital Replacement Reserve for the Information Kiosk Project."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director McGuire
Seconded by Director Greenaway

SNRHD.2018-9-8

"That the meeting be adjourned at 3:58 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Jerry Petersen, Chairperson

Wendy Wainwright, Executive Assistant

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Stuart-Nechako Regional Hospital District

Memo

Board Agenda – January 3, 2019

To: Chair Petersen and the Board of Directors
From: John Illes, Treasurer
Date: December 18, 2018
Regarding: 2019 Budget for Three Readings and Adoption

The Hospital District is facing significant funding challenges. Costs for 2019 are increasing nearly \$1.5 million. This is due to the construction of the new hospital in Fort St. James. Hospital District costs will remain at the \$5.0 million level for the next 20 years based on current assumptions.

The construction of the Fort St. James hospital will take place from 2019 to 2022 and will involve the borrowing of \$5.0 million (to be amortized over 10 years) and the withdrawal of \$2.5 million from capital reserves.

Major upgrades or new construction work will be required during the next ten to twenty years for both the hospital in Vanderhoof and the health care centre in Fraser Lake. Stuart Nechako Regional Hospital District will need to increase reserves significantly to plan for these expenditures.

Major capital projects for 2019 (under \$5 million) include completion of the Pines Cafeteria Expansion, Fort St. James Primary Care Leasehold Improvements and Vandehoof Hospital Carbon Neutral upgrades.

Major Equipment projects for 2019 include the Southside phone system revitalization and X-Ray Equipment for Fort. St. James.

Current taxation for SNRHD is \$161.83 per household (with assessment of \$250,000) and the new rate is expected to be \$352.50 for the same household.

I would be pleased to answer any questions.

Recommendation: (all/directors/majority)

“That the memorandum from the Treasurer, dated December 18, 2018 regarding 2019 Budget be received”, and further

“That the Board of Directors consider giving Bylaw 71 Three Readings and Adoption later in the agenda.”

Stuart-Nechako

Regional Hospital District

Memo

Board Agenda – January 3, 2019

To: Chair Petersen and the Board of Directors
From: John Illes, Treasurer
Date: December 18, 2018
Regarding: Capital Expenditure Bylaw 72 for Three Readings and Adoption

The letter dated November 20, 2018 attached to this memo is a request for bylaw for the Business Planning phase of the new hospital in Fort St. James. This bylaw is critical to ensure the timely construction of the new hospital.

The SNRHD has a practice of paying 100% of the Business Planning costs for new hospitals in the hospital district. This cost is fully calculated into the Hospital District's contribution towards 20% of the total construction costs. This practice helps to expedite hospital construction in the North.

The bylaw is for up to \$3,000,000. Unused portions will not be collected by Northern Health.

I would be pleased to answer any questions.

Recommendation: (all/directors/majority)

"That the memorandum from the Treasurer, dated December 18, 2018 regarding Capital Expenditure Bylaw 72 be received", and further

"That the Board of Directors consider giving Bylaw 72 Three Readings and Adoption later in the agenda."

November 20, 2018

John Illes
Chief Financial Officer
Stuart-Nechako Regional Hospital District
P.O. Box 820
Burns Lake, BC V0J 1E0

Email: John.Illes@rdbn.bc.ca

RE: Bylaw Request – Stuart Lake Hospital Replacement Business Plan

Dear Mr. Illes:

The Health Minister has recently announced the approval of the concept plan to replace the Stuart Lake Hospital in Fort St. James, allowing Northern Health to move into the Business Planning Phase.

We would like to request funding from the Stuart Nechako Regional Hospital District (SNRHD) of 100% of the Business Plan costs. As such, Northern Health would like to formally request a bylaw in the amount of \$3 million for the Stuart Lake Hospital Replacement Business Plan. This funding will form part of the SNRHD's overall contribution to the Hospital Replacement project.

Thank you for your consideration of this request, and for your continued commitment and support.

Sincerely,



Deb Taylor, H.B.Comm, CPA, CGA
Regional Manager, Capital Accounting

Cc: Penny Anguish, Chief Operating Officer, NI
Mike Hoefer, RD, Capital Planning and Support Services

RECEIVED
 DEC 17 2018
 REGIONAL DISTRICT OF
 BULKLEY NECHAKO

MEDIA BULLETIN

For immediate release
 December 17, 2018

Northern Health Connections modified holiday schedule

The Northern Health Connections program will run on a modified schedule starting December 17th, leading up to a holiday season break.

NH Connections provides transportation for clients travelling to non-emergent health services outside their home communities. A variety of routes connect communities across northern B.C., along with service to Vancouver. Demand for the service typically drops over the holiday season as fewer people book health care appointments.

Starting December 17th, NH Connections buses will begin their last routes for 2018. Regular routes will resume the week of January 1st 2019.

Departs	Final route (2018)	First route (2019)
Prince George to Vancouver	December 20 th	January 1 st
Vancouver to Prince George	December 22 nd	January 3 rd
Prince George to Prince Rupert	December 23 rd	January 2 nd
Prince Rupert to Prince George	December 22 nd	January 3 rd
Prince George to Fort St. John	December 20 th	January 3 rd
Fort St. John to Prince George	December 22 nd	January 5 th
Valemount to Prince George	December 18 th	January 8 th
McBride, Valemount to Kamloops	December 20 th	January 3 rd
Burns Lake to Terrace	December 20 th	January 3 rd
Fort Nelson to Dawson Creek	December 18 th	January 8 th
Dawson Creek to Fort Nelson	December 20 th	January 10 th
Mackenzie to Prince George	December 19 th	January 2 nd
Quesnel to Prince George	December 18 th	January 8 th
Burns Lake to Prince George	December 18 th	January 8 th
Burns Lake via Fort St. James	December 19 th	January 2 nd

The NH Connections booking centre will be closed on statutory holidays (December 25th and 26th, and January 1st, 2019), but open on regular business days. Full details on the NH Connections holiday schedule and other program information are available through the booking centre at 1-888-647-4997; via e-mail at NHConnections@northernhealth.ca; or on the internet www.nhconnections.ca.

Media Contact: NH media line – 1-877-961-7724

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1st, 2nd, 3rd Reading
& Adoption

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT

BYLAW NO. 71

**Being a bylaw to adopt the Annual Budget
for the year 2019
and the Provisional Annual Budget
for the year 2020.**

The Stuart-Nechako Regional Hospital District in open meeting assembled ENACTS as follows:

1. Schedule "A" attached hereto and made part of this bylaw is the Annual Budget for the Stuart-Nechako Regional Hospital District for the year ended December 31, 2019 and the provisional Annual Budget for the Stuart-Nechako Regional Hospital District for the year ended December 31, 2020.
2. This bylaw may be cited as the "Stuart-Nechako Regional Hospital District Annual Budget Bylaw No. 71, 2019."

READ A FIRST TIME this day of , 2019

READ A SECOND TIME this day of , 2019

READ A THIRD TIME this day of , 2019

ADOPTED this day of , 2019

Chairperson

Corporate Administrator

I hereby certify that this is a true copy of Bylaw No. 71 as adopted.

Corporate Administrator

**Stuart Nechako Regional Hospital District - 2019 Budget and 2020 Provisional Budget
Schedule A**

	2018 Estimated Year End	2019 BUDGET	2020 Provisional Budget
TAX RATE \$0.00/\$1000	\$ 0.6473	\$ 1.4019	\$ 1.3905
TAX RATE TARGET		\$ 1.4100	\$ 1.4100
Surplus Carryforward	\$ 1,018,147	\$ 134,798	\$ -
Interest Income	\$ 56,501	107,883	111,119
Grant In Lieu of Taxes	\$ 4,376	\$ 6,000	\$ 6,000
Taxation	\$ 2,148,006	4,652,184	4,614,394
Withdrawal from Reserves		\$ -	
Proceeds from Debentures	\$ -	\$ -	
Total	\$ 3,227,030	\$ 4,900,865	\$ 4,731,513
Business Planning		\$ 3,000,000	
Major Capital Project >\$5M	\$ -		3,712,500
Major Capital Project <\$5M	\$ 984,000	\$ 1,161,520	
Major Equipment	\$ 224,800	\$ 169,400	250,000
Building Integrity and Minor Capital	\$ 201,000	\$ 177,000	208,000
IT Projects	\$ 255,490	\$ 260,062	174,894
Contribution to Reserves	\$ 1,351,926		250,000
Administration	\$ 18,515	\$ 25,000	25,000
Repayment of Debt			-
Interest Due Reserves	\$ 56,501	\$ 107,883	111,119
	\$ 3,092,232	\$ 4,900,865	\$ 4,731,513
NET	\$ 134,798	\$ -	
RESERVES			
Opening	\$ 2,187,670	\$ 3,596,097	\$ 3,703,980
Contribution	\$ 1,351,926	\$ -	\$ 250,000
Interest	\$ 56,501	\$ 107,883	\$ 111,119
Closing	\$ 3,596,097	\$ 3,703,980	\$ 4,065,099

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1st, 2nd, 3rd Reading
& Adoption

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT
CAPITAL EXPENDITURE BYLAW
BYLAW NO. 72**

WHEREAS, the Board of the Stuart-Nechako Regional Hospital District proposes to expend money for capital expenditures included in the 2019 annual budget;

AND WHEREAS, those capital expenditures have received the approval required under Section 23 of the *Hospital District Act*;

NOW THEREFORE, the Board of the Stuart-Nechako Regional Hospital District enacts the following capital expenditure bylaw as required by Section 32 of the *Hospital District Act*;

1. The Board hereby authorizes and approves expenditures of money necessary to complete the following capital expenditures totaling up to \$3.0 million representing a portion of the capital expenditures included in the 2019 budget more particularly detailed as follows:

<u>Description</u>	<u>Amount</u>
Fort St. James Hospital Business Planning	\$3,000,000

\$3,000,000

2. The board hereby delegates the necessary authority to the Treasurer to settle payment.
3. This bylaw may be cited for all intents and purposes as the "Stuart-Nechako Regional Hospital District Capital Expenditure Bylaw No. 72, 2019."

READ A FIRST TIME this day of , 2019

READ A SECOND TIME this day of , 2019

READ A THIRD TIME this day of , 2019

ADOPTED this day of , 2019

Chairperson

Corporate Administrator

I, hereby, certify that this is a true copy of Bylaw No. 72 as adopted.

Corporate Administrator