

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT
AGENDA
THURSDAY, JULY 16, 2020

CALL TO ORDER

SUPPLEMENTARY AGENDA

Receive

AGENDA – July 16, 2020

Approve

PAGE NO.

MINUTES

ACTION

2-3

Stuart-Nechako Regional Hospital District
Meeting Minutes – May 7, 2020

Adopt

Bylaw for Three Readings and Adoption

4-7

John Illes, Treasurer – Capital Expenditure Bylaw
No. 78, 2020

Recommendation

VERBAL REPORTS

RECEIPT OF VERBAL REPORTS

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT**MEETING MINUTES****THURSDAY, MAY 7, 2020****Via Video/Teleconference**

PRESENT: Chair Jerry Petersen

Directors Dolores Funk
Tom Greenaway
Clint Lambert
Linda McGuire
Mark Parker – arrived at 11:25 a.m.
Michael Riis-Christianson
Sarrah Storey
Gerry Thiessen – arrived at 11:25 a.m.

Directors Judy Greenaway, District of Fort St. James
Absent Tom Greenaway, Electoral Area “C” (Fort St. James Rural)

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Nellie Davis, Regional Economic Development Coordinator
John Illes, Treasurer
Haley Jeffrey, Emergency Services Manager – arrived at 11:25 a.m.
Deborah Jones-Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

Others Brad Layton, Village of Telkwa
Taylor Turkington, Manager, Assurance, Beswick Hildebrandt Lund

CALL TO ORDER

Chair Petersen called the meeting to order at 11:20 a.m.

AGENDAMoved by Director Storey
Seconded by Director McGuire**SNRHD.2020-3-1**

“That the Stuart-Nechako Regional Hospital District Agenda of May 7, 2020 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Stuart-Nechako Regional
Hospital District Meeting
Minutes – February 6, 2020**Moved by Director McGuire
Seconded by Director Storey**SNRHD.2020-3-2**

“That the minutes of the Stuart-Nechako Regional Hospital District meeting of February 6, 2020 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

BESWICK HILDEBRANDT LUND – Taylor Turkington, Manager, Assurance RE: 2019 Audit

Chair Petersen welcomed Taylor Turkington, Manager, Assurance, Beswick Hildebrandt Lund.

Mr. Turkington provided a brief overview of the SNRHD Audit and Financial Statements for the year ending December 31, 2019.

Chair Petersen thanked Mr. Turkington for attending the meeting.

REPORTS

Approval of the 2019 Audited Financial Statements Moved by Director Lambert
 Seconded by Director Parker

SNRHD.2020-3-3 “That the Board accept and authorize the Chair and the Treasurer to sign the Financial Statements for the year ending December 31, 2019.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

VERBAL REPORTS

Stuart Nechako Manor Director Thiessen mentioned that the repairs are complete at the Stuart Nechako Manor and residents have been moved back into the facility from the hospital. He spoke of the building analysis report being conducted by Northern Health.

COVID-19 Northern Health Weekly Teleconference Update Chair Petersen mentioned that he will be attending the COVID-19 Northern Health Weekly Teleconference Update this afternoon.

Receipt of Verbal Reports Moved by Director Storey
 Seconded by Director Lambert

SNRHD.2020-3-4 “That the verbal reports from the various Directors be received.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
 Seconded by Director Parker

SNRHD.2020-3-5 “That the meeting be adjourned at 11:31 a.m.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Jerry Petersen, Chairperson

Wendy Wainwright, Executive Assistant

Stuart-Nechako

Regional Hospital District

Memo

To: Chair Petersen and the Board of Directors
From: John Illes, Treasurer
Date: July 16, 2020
Regarding: Capital Expenditure Bylaw No. 78, 2020

Recommendation: (all/directors/majority)

“That the SNRHD Capital Expenditure Bylaw No. 78,2020 be given three readings and adoption this 16th day of July, 2020.”

Discussion:

In general, the 2020 expenditures are lower than those in the 2020 budget:

In the attached June 29th letter, the requested amount is \$1,178,849. The budgeted amounts for these expenditures was \$1,313,153 leaving a surplus of \$134,304 that will be included as reserves in next year’s budget.

This payment will be made in the beginning of August, once the Hospital District has received its yearly taxation requisition.

Highlights of this year’s capital projects include the leasehold improvements at the new health centre in Granisle, the upgrade of the Sterile Compounding Room at the Vanderhoof Hospital, and the carbon emission reduction project at the Vanderhoof Hospital.

Attachments: Capital Expenditure Bylaw No. 78, 2020
 Northern Health Letter June 29, 2020

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT
CAPITAL EXPENDITURE BYLAW
BYLAW NO. 78**

WHEREAS, the Board of the Stuart-Nechako Regional Hospital District proposes to expend money for capital expenditures included in the 2020 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 \$1,178,849 representing a portion of the capital expenditures included in the 2020 budget more particularly detailed as follows:

<u>Description</u>	<u>Amount</u>
Minor Capital Grant	\$165,000
Building Integrity Grant	\$ 22,000
Information Management/Information Technology Projects	\$208,095
Granisle Health Centre Leasehold Improvements	\$306,000
St. John Hospital Sterile Compounding Room Upgrade	\$268,800
St. John Hospital Heat Pumps and Coils	\$208,954

\$1,178,849

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. 78, 2020."

READ A FIRST TIME this day of , 2020

READ A SECOND TIME this day of , 2020

READ A THIRD TIME this day of , 2020

ADOPTED this day of , 2020

Chairperson

Corporate Administrator

I, hereby, certify that this is a true copy of Bylaw No. 78 as adopted.

Corporate Administrator

June 29, 2020

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

Email: John.Illes@rdbn.bc.ca

RE: 2020 Capital Bylaw Request

Dear Mr. Illes:

Northern Health would like to formally request a bylaw in the amount of **\$1,178,849** for Northern Health's 2020-21 fiscal year minor capital grants, IMIT projects, and major capital projects.

The breakdown by project is as follows:

File Description	Total Budget	RHD
Major Projects:		
Granisle Health Centre Leasehold Improvement	765,000	306,000
St. John Hospital Sterile Compounding Room Upgrade	672,000	268,800
St. John Hospital Heat Pumps and Coils (CNCP)	522,384	208,954
Minor Grants and IMIT:		
Building Integrity Grant		22,000
Minor Capital Equipment & Projects		165,000
IMIT - Community Health Record Project		44,655
IMIT - EmergCare		50,019
IMIT - Regional Personal Health Record		33,181
IMIT - InCare Phase 1		80,240
Total	1,959,384	1,178,849

Thank you for your consideration of this request. I have attached the Capital Project Approval Forms for additional information. If you have any questions, please contact our office.

Sincerely,

A handwritten signature in cursive script, appearing to read "Deb Taylor".

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