

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT
AGENDA
THURSDAY, OCTOBER 7, 2021

CALL TO ORDER

SUPPLEMENTARY AGENDA

Receive

AGENDA – October 7, 2021

Approve

PAGE NO.

MINUTES

ACTION

2-3

Stuart-Nechako Regional Hospital District
Meeting Minutes – September 23, 2021

Approve

REPORTS

4

Cheryl Anderson, Director of Corporate Services
- Items to be Brought Forward to the Public Agenda
from September 23, 2021 In-Camera Meeting

Receive

5-7

John Illes, Treasurer – 2021 Interim Financial
Report

Receive

8-11

John Illes, Treasurer – Stuart Nechako Manor
- Bylaw No. 82 and No. 83

Recommendation

VERBAL REPORTS

RECEIPT OF VERBAL REPORTS

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT**MEETING MINUTES****THURSDAY, SEPTEMBER 23, 2021**

PRESENT: Chair Jerry Petersen

Directors Dolores Funk
Tom Greenaway
Clint Lambert
Linda McGuire
Mark Parker
Bob Motion
Michael Riis-Christianson
Gerry Thiessen

Director Absent Sarrah Storey, Village of Fraser Lake

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Director of Corporate Services
John Illes, Treasurer
Richard Wainwright, Chief Building Inspector
Wendy Wainwright, Executive Assistant/Recording Secretary

Other Michael Hoefer, Regional Director, Capital Planning and Support Services, Northern Health – arrived at 1:05 p.m.

CALL TO ORDER

Chair Petersen called the meeting to order at 1:03 p.m.

AGENDAMoved by Director Lambert
Seconded by Director GreenawaySNRHD.2021-8-1

“That the Stuart-Nechako Regional Hospital District Agenda of September 23, 2021 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES**Stuart-Nechako Regional
Hospital District Meeting
Minutes – July 15, 2021Moved by Director McGuire
Seconded by Director LambertSNRHD.2021-8-2

“That the minutes of the Stuart-Nechako Regional Hospital District meeting of July 15, 2021 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**REPORTS**Stuart Nechako ManorMoved by Director Parker
Seconded by Director GreenawaySNRHD.2021-8-3

“That the Board receive the Treasurer’s Stuart Nechako Manor memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Stuart Lake Hospital Replacement Meeting

Director Greenaway mentioned that he attended a meeting on September 22, 2021 regarding the Stuart Lake Hospital Replacement Project. The project remains on schedule. He noted that he brought forward the need for a helipad.

2021 UBCM Virtual Convention Northern Health Meeting

Director Petersen noted that he had some technical issues during the UBCM Convention Northern Health Meeting. He expressed his appreciation to staff for assisting to ensure his participation.

Granisle Health Centre

Director McGuire commented that parking issues have been identified at the new Granisle Health Centre located at the Babine Elementary Secondary School. Northern Health has indicated they are working to find a solution.

Verbal Reports

Moved by Director McGuire
 Seconded by Director Lambert

SNRHD.2021-8-4

"That the verbal reports of the various Board of Directors be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

Moved by Director McGuire
 Seconded by Director Lambert

SNRHD.2021-8-5

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(2)(b) the 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 federal government or both and a third party (Stuart Nechako Manor), must be closed to the public, therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director McGuire
 Seconded by Director Greenaway

SNRHD.2021-8-6

"That the meeting be adjourned at 1:10 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Jerry Petersen, Chairperson

Cheryl Anderson, Director of Corporate Services

Stuart-Nechako

Regional Hospital District

Memo

TO: Chair Petersen and Board of Directors

FROM: Cheryl Anderson, Director of Corporate Services

DATE: October 7, 2021

SUBJECT: Items to be brought forward to the public agenda from
September 23, 2021 In-Camera Meeting

Recommendation (All/Directors/Majority)

Receive.

Background

As per the SNRHD Board recommendation, the following motion is being brought forward from the In-Camera meeting of September 23, 2021:

RE: Stuart Nechako Manor – Roof Replacement Project

“That the Board authorize providing 40% to a maximum of \$2 million (\$2,000,000.00) to Northern Health to convert the unconditioned attic to a conditioned attic and install an exterior insulated waterproof assembly at the Stuart Nechako Manor.”

Stuart-Nechako

Regional Hospital District

Memo

To: Chair Petersen and the Board of Directors
From: John Illes, Treasurer
Date: October 7, 2021
Regarding: 2021 Interim Financial Report

Recommendation: (all/directors/majority)

That the Financial Report for the nine months ending September 30, 2021 be received.

Discussion:

The expenditures for the first nine months of the year are exactly in line with the approved budget. The predicted interest revenue is lower than expected due to the decrease in interest rates in the last half of 2020 and with these low interest rates continuing through 2021.

A list of investments is attached to this report. The investments do not include accrued interest on investment certificates and so the total investments will not match the estimated revenue on the income statement.

Stuart Nechako Regional Hospital District - 2021 Budget and 2022 Provisional Budget

Schedule A - Bylaw 79, 2021 AS APPROVED

Comparison Income Statement for the Nine Months Ending September 30, 2021

	2021 Budget	2021 Actual	2022 Provisional Budget
Surplus Carryforward			
Grant In Lieu of Taxes	9,432	9,030	9,432
Taxation	4,814,871	4,815,379	4,814,871
Withdrawal from Reserves	-	-	3,200,000
Donations Received			
Total	<u>\$ 4,824,303</u>	<u>\$ 4,824,409</u>	<u>\$ 8,024,303</u>
Business Planning			
Major Capital Project >\$5M	2,000,000	811,130	7,400,000
Major Capital Project <\$5M	520,742	520,742	
Major Equipment	40,000	40,000	
Building Integrity and Minor Capital Grant	186,000	186,000	200,000
IT Projects Grant	298,717	298,717	325,000
Administration	30,000	12,039	30,000
Misc Expense	-	-	
	<u>\$ 3,075,459</u>	<u>\$ 1,868,627</u>	<u>\$ 7,955,000</u>
NET	\$ 1,748,844	\$ 2,955,781	\$ 69,303
SAVED FOR FUTURE PROJECTS			
Opening (Last Year's Closing less withdrawals)	\$ 9,275,707	\$ 9,275,707	\$ 7,963,687
Contribution (Net Surplus)	\$ 1,748,844	\$ 2,955,781	\$ 69,303
Interest (On Reserves)	\$ 139,136	\$ 62,634	\$ 119,455
Closing	<u>\$ 11,163,687</u>	<u>\$ 12,294,122</u>	<u>\$ 8,152,445</u>

Bulkley Valley Credit Union

Cashable GIC	\$	2,000,000	0.90%
Cashable GIC	\$	2,000,001	1.10%
Cash Account	\$	2,096,175	Variable

Canaccord Genuity

Fixed GIC	\$	463,082	0.90%
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Raymond James

Fixed GIC	\$	4,162,279	1.10%
Fixed GIC	\$	1,051,795	1.30%

Scotia Bank

High Interest Cash Account	\$	501,463	Variable
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\$ 12,274,795

Stuart-Nechako

Regional Hospital District

Memo

To: Chair Petersen and the Board of Directors
From: John Illes, Treasurer
Date: October 7, 2021
Regarding: Stuart-Nechako Manor Bylaw No. 82 and No. 83

Recommendation: (all/directors/majority)

That Stuart-Nechako Regional Hospital District Annual Budget Amendment Bylaw No. 82, 2021 be given three readings and adoption this 7th day of October, 2021. That Stuart-Nechako Regional Hospital District Capital Expenditure Bylaw No. 83 be given three readings and adoption this 7th day of October, 2021.

Discussion:

At the September 23rd Board Meeting, the Board made a motion to fund the Stuart-Nechako Manor roof replacement project up to a maximum of \$2,000,000.

Bylaw No. 82 proposes to amend the budget by moving \$2,000,000 from the Stuart Lake Hospital Capital project to future years (that is to calendar years 2023 or greater) and to include \$2,000,000 for the funding of Stuart-Nechako Manor (with \$1,000,000 being set aside for payment in 2021 and 2022).

Bylaw No. 83 authorizes the \$2,000,000 funding for the Stuart-Nechako Manor roof replacement project. The intent of this bylaw is to fund the lesser of 40% of the project or \$2,000,000. While a percentage of a project cannot be placed in a bylaw, the cover letter to Northern Health will clearly spell out this intent.

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT

BYLAW NO. 82

**Being a bylaw to amend the Annual Budget
for the year 2021
and amend the Provisional Annual Budget
for the year 2021.**

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

1. Schedule "B" of Bylaw No. 79 is hereby repealed and replaced with Schedule B attached to this Bylaw.
2. This bylaw may be cited as the "Stuart-Nechako Regional Hospital District Annual Budget Amendment Bylaw No. 82, 2021."

READ A FIRST TIME this day of , 2021

READ A SECOND TIME this day of , 2021

READ A THIRD TIME this day of , 2021

ADOPTED this day of , 2021

Chairperson

Corporate Administrator

I hereby certify that this is a true copy of Bylaw No. 82 as adopted.

Corporate Administrator

Schedule B Bylaw 79, 2021 as amended by Bylaw 82, 2021**Major Capital Projects Approved and Continuing:**

Stuart Lake Hospital	Fort St. James	\$20,000,000
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Major Capital Projects Funded:

		Current Year	Previous Years
2021			
Stuart-Nechako Manor	Vanderhoof	\$ 1,000,000	
Stuart Lake Hospital	Fort St. James	\$ 1,000,000	
Fraser Lake Phone System	Fraser Lake	\$ 40,000	
St. John Hospital Sterile Compound (2020-2021)	Vanderhoof	\$ 520,000	\$ 268,800
St. John Hospital Boiler (2019-2021)	Vanderhoof	\$ <u>742</u>	\$ 223,786
		\$ 2,560,742	

2022			
Stuart Lake Hospital	Fort St. James	\$ 6,400,000	
Stuart-Nechako Manor	Vanderhoof	\$ 1,000,000	
		\$ 7,400,000	

Future Years

Stuart Lake Hospital	Fort St. James	\$ 12,600,000
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STUART-NECHAKO REGIONAL HOSPITAL DISTRICT
CAPITAL EXPENDITURE BYLAW
BYLAW NO. 83

WHEREAS, the Board of the Stuart-Nechako Regional Hospital District proposes to expend money for capital expenditures to be included in the 2021 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 no more than \$2,000,000 representing a portion of the capital expenditures included in the 2021 budget more particularly detailed as follows:

<u>Description</u>	<u>Amount</u>
Engineered Roof Replacement of Stuart-Nechako Manor	\$2,000,000

\$2,000,000

- 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. 83, 2021.”

READ A FIRST TIME this day of , 2021

READ A SECOND TIME this day of , 2021

READ A THIRD TIME this day of , 2021

ADOPTED this day of , 2021

Chairperson Corporate Administrator

I, hereby, certify that this is a true copy of Bylaw No. 83 as adopted.

Corporate Administrator