

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT**  
**AGENDA**  
**THURSDAY, FEBRUARY 10, 2022**

<b><u>PAGE NO.</u></b>		<b><u>ACTION</u></b>
	<b><u>AGENDA – February 10, 2022</u></b>	Approve
	<b><u>SUPPLEMENTARY AGENDA</u></b>	Receive
	<b><u>MINUTES</u></b>	
2-5	Stuart-Nechako Regional Hospital District Meeting Minutes – January 13, 2022	Approve
	<b><u>REPORTS</u></b>	
6-14	John Illes, Treasurer – Budget and Update for 2022	Bylaw for 3 <sup>rd</sup> Reading
	<b><u>VERBAL REPORTS</u></b>	
	<b><u>RECEIPT OF VERBAL REPORTS</u></b>	
	<b><u>SUPPLEMENTARY AGENDA</u></b>	
	<b><u>NEW BUSINESS</u></b>	
	<b><u>ADJOURNMENT</u></b>	

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT****MEETING MINUTES****THURSDAY, JANUARY 13, 2022**

PRESENT: Chair Jerry Petersen

Directors Dolores Funk  
Tom Greenaway  
Clint Lambert  
Linda McGuire – via Zoom  
Mark Parker  
Bob Motion  
Michael Riis-Christianson  
Sarrah Storey – via Zoom  
Gerry Thiessen

Staff Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
John Illes, Treasurer  
Taddea Kunkel, First Nations Liaison -via Zoom– arrived at 10:28 a.m.  
Wendy Wainwright, Executive Assistant/Recording Secretary

Others Gladys Atrill, Town of Smithers – via Zoom – arrived at 10:24 a.m.  
Shane Brienen, District of Houston – via Zoom – arrived at 10:24 a.m.  
Lori Borth, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:28 a.m.  
Mark Fisher, Electoral Area “A” (Smithers Rural) – via Zoom – arrived at 10:24 a.m.  
Mike Hykaway, Assistant Deputy Minister, North, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:24 a.m.  
Annette Morgan, Village of Telkwa – via Zoom  
Ken Nielsen, Burns Lake – via Zoom

Media Eddie Huband, LD News

**CALL TO ORDER**

Curtis Helgesen, CAO called the meeting to order at 10:00 a.m.

**ELECTIONS****Chairperson**

CAO Helgesen called for nominations for the position of Chairperson for the Stuart-Nechako Regional Hospital District for the year 2022.

Moved by Director Greenaway  
Seconded by Director Lambert**SNRHD.2022-1-1**

“That Director Petersen be nominated for the position of Chairperson of the Stuart-Nechako Regional Hospital District for the year 2022.”

CAO Helgesen called for nominations for Chairperson a second time.

CAO Helgesen called for nominations for Chairperson a third time.

There being no further nominations, CAO Helgesen declared Director Petersen, Chairperson of the Stuart-Nechako Regional Hospital District for the year 2022 by acclamation.

**Acting Chairperson**

CAO Helgesen called for nominations for the position of Acting Chairperson of the Stuart-Nechako Regional Hospital District for the year 2022.

## **ELECTIONS (CONT'D)**

Moved by Director Petersen  
 Seconded by Director Motion

### **SNRHD.2022-1-2**

“That Director Greenaway be nominated for the position of Acting Chairperson of the Stuart-Nechako Regional Hospital District for the year 2022.

CAO Helgesen called for nominations for Acting Chairperson a second time.

CAO Helgesen called for nominations for Acting Chairperson a third time.

There being no further nominations, CAO Helgesen declared Director Greenaway as Acting Chairperson of the Stuart-Nechako Regional Hospital District for the year 2022 by acclamation.

Chair Petersen took the chair.

## **AGENDA**

Moved by Director Greenaway  
 Seconded by Director Lambert

### **SNRHD.2022-1-3**

“That the Stuart-Nechako Regional Hospital District Agenda of January 13, 2021 be approved.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **MINUTES**

### **Stuart-Nechako Regional Hospital District Meeting Minutes – October 7, 2021**

Moved by Director McGuire  
 Seconded by Director Storey

### **SNRHD.2022-1-4**

“That the minutes of the Stuart-Nechako Regional Hospital District meeting of October 7, 2021 be adopted.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **REPORTS**

### **Budget and Update for 2022**

Moved by Director Greenaway  
 Seconded by Director Thiessen

### **SNRHD.2022-1-5**

“That the SNRHD Interim Financial Summary for 2021 be received.

And that, Stuart-Nechako Regional Hospital District Annual Budget Bylaw No. 84, 2022 be given first and second reading this 13<sup>th</sup> day of January, 2022.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

John Illes, Treasurer provided an overview of the Budget and Update for 2022 memorandum. Discussion took place regarding the “real” tax rate moving forward and a minimal increase. Staff will bring forward a report with various scenarios at a future SNRHD meeting.

## **CORRESPONDENCE**

The Honourable Adrian Dix,  
 Minister of Health -Hospital  
 District Act Update

Moved by Director Parker  
 Seconded by Director Greenaway

SNRHD.2022-1-6

“That the Board receive the Correspondence from the Honourable Adrian Dix, Minister of Health – *Hospital District Act Update*.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **VERBAL REPORTS**

Laboratory at the Lakes District  
 Hospital and Health Centre

Director Funk noted that the Laboratory at the Lakes District Hospital and Health Centre has had a Medical Laboratory Technician leave and it is extremely short staffed. This places Emergency Room services at risk as well. Director Funk has been working with Northern Health to attract staff and to determine options moving forward. They are currently investigating the option to utilize machines to do some of the testing.

Meeting regarding the New  
 Fort St. James Hospital

Director Greenaway mentioned that he attended a meeting on November 29, 2021 in regard to the new Fort St James Hospital. He brought forward concerns regarding the Long-term Care Facility having an open courtyard in the middle of the building. He spoke to the ability to remove snow from the area and water during seasonal changes as well as the ability to utilize the area during winter months.

Director Motion also noted that current medical professional staffing shortages are a concern in staffing the new facility.

Parkview Dementia Care  
 Unit – Vanderhoof

Director Thiessen commented that he toured the Parkview Dementia Care Unit in Vanderhoof. He mentioned that the intent is to have patients moved into the new facility by the beginning of April 2022. Discussion took place regarding the Board touring the facility. Director Thiessen will work with staff to schedule a tour of the facility.

Verbal Reports

Moved by Director Greenaway  
 Seconded by Director Lambert

SNRHD.2022-1-7

“That the verbal reports of the various Board of Directors be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **NEW BUSINESS**

Write a Letter to Northern  
 Health re: New Stuart Lake  
 Hospital Long-Term Care  
 Open Courtyard

Moved by Director Greenaway  
 Seconded by Director Motion

SNRHD.2022-1-8

“That the Stuart-Nechako Regional Hospital District write a letter to Northern Health to identify potential seasonal weather concerns that may impact the usage of the open (the lack of a roof structure) courtyard design in the centre of the new Stuart Lake Hospital Long-term Care area of the facility; and further, outlining the importance of year-round usable outdoor space for seniors.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS (CONT'D)**

Discussion took place regarding:

- Including the District of Fort St. James in design discussions with Northern Health
- Writing a letter to Northern Health identifying the importance of usable year-round outside activity for seniors at all long-term care facilities.

**ADJOURNMENT**

Moved by Director Lambert

Seconded by Director Greenaway

SNRHD.2022-1-9

"That the meeting be adjourned at 10:33 a.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 the Board of Directors  
**From:** John Illes, Treasurer  
**Date:** February 10, 2022  
**Regarding:** Budget and Update for 2022

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**Recommendation:** (all/directors/majority)

“That Bylaw 84 (Annual Budget for 2022 and Provisional Budget for 2023) be given third reading this 10<sup>th</sup> day of February 2022 as amended.”

### Discussion:

At the last meeting, the Directors requested several taxation options be brought for consideration. Each 2% of a potential budget increase will provide just over \$100,000 in additional taxation requisition.

The recommendation includes a 4% requisition increase over the budget presented in the first two readings of the budget bylaw. This change will result in \$204,150 in additional tax requisition. With the CPI for British Columbia being 3.9% and the cost in institutional construction increasing year over year over 10%, an increase in the requisition is likely prudent.

A 6% tax increase will result in \$306,225 of additional tax requisition.

### Chart 1 Budget Options

	Base	2%		4%		6%	
<b>Requisition</b>	\$ 5,103,750	\$ 5,205,825	\$ 102,075	\$ 5,307,900	\$ 204,150	\$ 5,409,975	\$ 306,225
<b>Residential Assessment</b>	\$ 1.27	\$ 1.30	Change	\$ 1.32	Change	\$ 1.35	Change
\$ 100,000	\$ 127.11	\$ 129.65	\$ 2.54	\$ 132.24	\$ 5.14	\$ 134.73	\$ 7.63
\$ 150,000	\$ 190.66	\$ 194.48	\$ 3.81	\$ 198.37	\$ 7.70	\$ 202.10	\$ 11.44
\$ 200,000	\$ 254.22	\$ 259.30	\$ 5.08	\$ 264.49	\$ 10.27	\$ 269.47	\$ 15.25
\$ 250,000	\$ 317.77	\$ 324.13	\$ 6.36	\$ 330.61	\$ 12.84	\$ 336.84	\$ 19.07
\$ 300,000	\$ 381.33	\$ 388.95	\$ 7.63	\$ 396.73	\$ 15.41	\$ 404.20	\$ 22.88
\$ 350,000	\$ 444.88	\$ 453.78	\$ 8.90	\$ 462.85	\$ 17.97	\$ 471.57	\$ 26.69
\$ 400,000	\$ 508.43	\$ 518.60	\$ 10.17	\$ 528.97	\$ 20.54	\$ 538.94	\$ 30.51
\$ 450,000	\$ 571.99	\$ 583.43	\$ 11.44	\$ 595.10	\$ 23.11	\$ 606.31	\$ 34.32
\$ 500,000	\$ 635.54	\$ 648.25	\$ 12.71	\$ 661.22	\$ 25.68	\$ 673.67	\$ 38.13

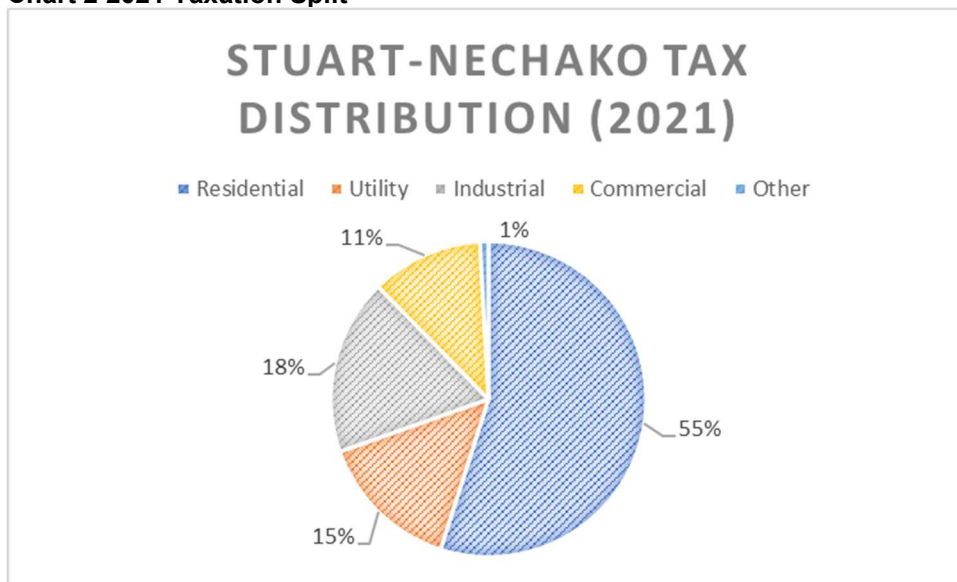
The Hospital District taxation between the classes remain largely unchanged from last year. There has been substantial new construction in both residential and utilities and there has also been a considerable increase in the market value of residential properties. These changes have not significantly impacted the “split in taxation”

between the different property classes. These changes are illustrated in Chart 2 and Chart 3 below.

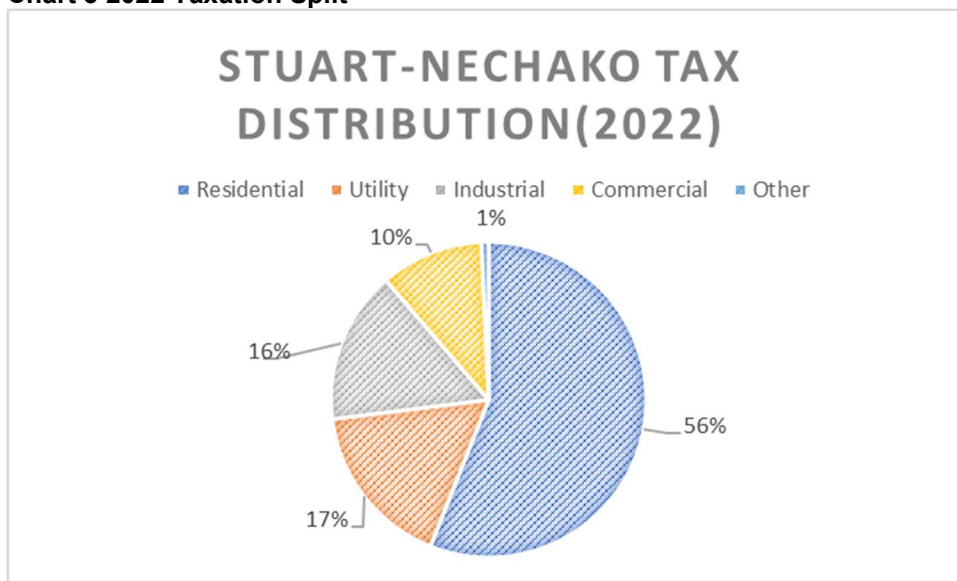
Residential	15%
Utility	31%
Industrial	-2%
Commercial	4%
Other	-5%
Total	13%

While new construction and market increases have increased residential assessments by 15% and utility assessments by 31%, these changes have not resulted in a significant change in taxation distribution between residential properties and the remaining property classes. Essentially, pipeline construction in the Electoral Areas has balanced the increase in the market value of the residential properties.

**Chart 2 2021 Taxation Split**



**Chart 3 2022 Taxation Split**



Both budget bylaws are included for reference and discussion.

**Attachments:**      **Bylaw No. 84 – Budget 2022 with recommended changes**  
                             **Bylaw No. 84 - Budget 2022 (original)**



**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT**

**BYLAW NO. 84**

**Being a bylaw to adopt the Annual Budget  
for the year 2022  
and the Provisional Annual Budget  
for the year 2023.**

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

1. Schedule "A" and Schedule "B" 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, 2022 and the provisional Annual Budget for the Stuart-Nechako Regional Hospital District for the year ended December 31, 2023.
2. This bylaw may be cited as the "Stuart-Nechako Regional Hospital District Annual Budget Bylaw No. 84, 2022."

READ A FIRST TIME this 13<sup>th</sup> day of January, 2022

READ A SECOND TIME this 13<sup>th</sup> day of January, 2022

READ A THIRD TIME this day of , 2022

ADOPTED this day of , 2022

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

I hereby certify that this is a true copy of Bylaw No. 84 as adopted.

\_\_\_\_\_  
Corporate Administrator

**Stuart Nechako Regional Hospital District - 2022 Budget and 2023 Provisional Budget  
Schedule A - Bylaw 84, 2022 AS PROPOSED**

	<b>2022 Budget</b>	<b>2023 Provisional Budget</b>
Surplus Carryforward	<b>\$ 12,086,173</b>	<b>5,767,143</b>
Grant In Lieu of Taxes	<b>9,500</b>	<b>9,500</b>
Taxation	<b>5,307,900</b>	<b>5,520,216</b>
Interest	<b>133,900</b>	<b>46,151</b>
Total	<b><u>\$ 17,403,573</u></b>	<b><u>\$ 11,296,859</u></b>
Business Planning		
Major Capital Project >\$5M	<b>9,000,000</b>	<b>10,000,000</b>
Major Capital Project <\$5M	<b>2,043,069</b>	
Major Equipment	<b>101,200</b>	<b>431,600</b>
Building Integrity and Minor Capital Grant	<b>189,504</b>	<b>192,874</b>
IT Projects Grant	<b>272,657</b>	<b>255,996</b>
Administration	<b>30,000</b>	<b>30,000</b>
Misc Expense		
	<b><u>\$ 11,636,430</u></b>	<b><u>\$ 10,910,470</u></b>
<b>NET ACCOUNT BALANCE AT END OF YEAR</b>	<b>\$ 5,767,143</b>	<b>\$ 386,389</b>

Schedule B Bylaw 84, 2022 as proposed

Major Capital Projects Approved and Continuing:

Stuart Lake Hospital	Fort St. James	\$	20,000,000
Stuart Nechako Manor	Vanderhoof	\$	2,000,000

Major Capital Projects Funded:

			<i>Current Year</i>	<i>Previous Years</i>
	<b>2022</b>			
Stuart-Nechako Manor	Vanderhoof	\$	2,000,000	
Stuart Lake Hospital	Fort St. James	\$	10,000,000	\$ 1,000,000
St. John Hospital Ultrasound	Vanderhoof	\$	101,200	
Burns Lake Nurses Residence Heating Controls	Burns Lake	\$	43,069	
			<b>\$ 12,144,269</b>	

	<b>2023</b>		
Stuart Lake Hospital	Fort St. James	\$	9,000,000
		\$	9,000,000

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT**

**BYLAW NO. 84**

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2. This bylaw may be cited as the "Stuart-Nechako Regional Hospital District Annual Budget Bylaw No. 84, 2022."

READ A FIRST TIME this 13<sup>th</sup> day of January, 2022

READ A SECOND TIME this 13<sup>th</sup> day of January, 2022

READ A THIRD TIME this day of , 2022

ADOPTED this day of , 2022

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

I hereby certify that this is a true copy of Bylaw No. 84 as adopted.

\_\_\_\_\_  
Corporate Administrator

**Stuart Nechako Regional Hospital District - 2022 Budget and 2023 Provisional Budget  
Schedule A - Bylaw 84, 2022 AS PROPOSED**

	<b>2022 Budget</b>	<b>2023 Provisional Budget</b>
Surplus Carryforward	<b>\$ 12,086,173</b>	<b>5,562,993</b>
Grant In Lieu of Taxes	<b>9,500</b>	<b>9,500</b>
Taxation	<b>5,103,750</b>	<b>5,337,977</b>
Interest	<b>132,369</b>	<b>41,722</b>
Total	<b><u>\$ 17,199,423</u></b>	<b><u>\$ 10,910,470</u></b>
Business Planning		
Major Capital Project >\$5M	<b>9,000,000</b>	<b>10,000,000</b>
Major Capital Project <\$5M	<b>2,043,069</b>	
Major Equipment	<b>101,200</b>	<b>431,600</b>
Building Integrity and Minor Capital Grant	<b>189,504</b>	<b>192,874</b>
IT Projects Grant	<b>272,657</b>	<b>255,996</b>
Administration	<b>30,000</b>	<b>30,000</b>
Misc Expense		
	<b><u>\$ 11,636,430</u></b>	<b><u>\$ 10,910,470</u></b>
<b>NET ACCOUNT BALANCE AT END OF YEAR</b>	<b>\$ 5,562,993</b>	<b>\$ 0</b>

Schedule B Bylaw 84, 2022 as proposed

Major Capital Projects Approved and Continuing:

Stuart Lake Hospital	Fort St. James	\$	20,000,000
Stuart Nechako Manor	Vanderhoof	\$	2,000,000

Major Capital Projects Funded:

			<i>Current Year</i>	<i>Previous Years</i>
	<b>2022</b>			
Stuart-Nechako Manor	Vanderhoof	\$	2,000,000	
Stuart Lake Hospital	Fort St. James	\$	10,000,000	\$ 1,000,000
St. John Hospital Ultrasound	Vanderhoof	\$	101,200	
Burns Lake Nurses Residence Heating Controls	Burns Lake	\$	43,069	
			<b>\$ 12,144,269</b>	

	<b>2023</b>		
Stuart Lake Hospital	Fort St. James	\$	9,000,000
		\$	9,000,000