

STUART-NECHAKO REGIONAL HOSPITAL DISTRICT  
AGENDA  
THURSDAY, MARCH 9, 2023

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>AGENDA – March 9, 2023</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
2-5	Stuart-Nechako Regional Hospital District Meeting Minutes – February 9, 2023	Approve
	<u>REPORTS</u>	
6-10	John Illes, Treasurer – Budget for 2023 and Preliminary Budget for 2024	Recommendation
11-12	John Illes, Treasurer – Expenditure Bylaw No. 87	Recommendation
	<u>VERBAL REPORTS</u>	
	<u>RECEIPT OF VERBAL REPORTS</u>	
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT****MEETING MINUTES****THURSDAY, FEBRUARY 23, 2023**

PRESENT:	Chair	Judy Greenaway
	Directors	Martin Elphee Clint Lambert Linda McGuire Shirley Moon Kevin Moutray Mark Parker Michael Riis-Christianson Henry Wiebe
	Director Absent	Sarrah Storey, Village of Fraser Lake
	Alternate Director	Audrey Fennema, Village of Fraser Lake
	Staff	Curtis Helgesen, Secretary – via Zoom – arrived at 10:10 a.m. Cheryl Anderson, Acting Secretary John Illes, Treasurer Wendy Wainwright, Confidential Clerk
	Others	Taylor Turkington, CPA, Beswick Hildebrandt Lund Chartered Professional Accountants – via Zoom Lionel Conant, Electoral Area C (Fort St. James Rural) Judith Friesen, District of Fort St. James Alex Kulchar, Electoral Area F (Vanderhoof Rural) Trevor Krisher, Electoral Area A (Smithers Rural) Leroy Dekens, Village of Telkwa Charlie Rensby, Village of Burns Lake
	<b><u>CALL TO ORDER</u></b>	Chairperson Greenaway called the meeting to order at 10:00 a.m.
	<b><u>OATH OF OFFICE</u></b>	Cheryl Anderson, Acting Secretary conducted the Oath of Office for Audrey Fennema, Alternate Director, Village of Fraser Lake.
	<b><u>AGENDA</u></b>	Moved by Director McGuire Seconded by Director Lambert
	<b><u>SNRHD.2023-3-1</u></b>	“That the Stuart-Nechako Regional Hospital District Agenda of February 23, 2023 be approved.”
	(All/Directors/Majority)	<b><u>CARRIED UNANIMOUSLY</u></b>

## MINUTES

Stuart-Nechako Regional Hospital District Meeting Minutes – February 9, 2023      Moved by Director Lambert  
 Seconded by Director Moutray

SNRHD.2023-3-2      “That the minutes of the Stuart-Nechako Regional Hospital District meeting of February 9, 2023 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DELEGATION

### BESWICK HILDEBRANDT LUND CHARTERED PROFESSIONAL ACCOUNTANTS –Taylor Turkington, CPA RE: 2022 Audit - Via Zoom

Chair Greenaway welcomed Taylor Turkington, CPA, Beswick Hildebrandt Lund Chartered Professional Accountants.

Mr. Turkington provided an overview of the Financial Statements for December 31, 2022.

- Management’s Responsibility for the Financial Statements
- Independent Auditor’s Report
- Auditor’s Responsibilities for the Audit of the Financial Statements
- Statement of Financial Position
- Statement of Operations
- Statement of Cash Flows
- Notes of the Financial Statements.

Chair Greenaway thanked Mr. Turkington for attending the meeting.

## REPORTS

Audit 2022      Moved by Director Riis-Christianson  
 Seconded by Director Lambert

SNRHD.2023-3-3      “That the Board approve the Financial Statements for the year ending December 31, 2022 and receive the auditor’s report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Budget for 2023 and Preliminary Budget for 2024      Moved by Director Riis-Christianson  
 Seconded by Director Parker

SNRHD.2023-3-4      “That Stuart-Nechako Regional Hospital District Annual Budget Bylaw No. 86, 2023 be given first and second reading this 23<sup>rd</sup> Day of February, 2023.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## VERBAL REPORTS

### District of Fort St. James -Update

Director Elphee noted the construction of the new Stuart Lake Hospital is going well. He met with the new physician coming to the community from Nigeria and the part-time physician from Calgary. They will be starting in April, 2023. Both physicians have also secured housing. The Primary Healthcare Society has been working to recruit physicians to the community with support from Northern Health.

### Chair Greenaway – Update

Chair Greenaway spoke of the following:

- Primary Healthcare Society working to recruit five registered nurses from the Philippines
- Met with Gillian Wigmore, Community Liaison Officer, Stuart Lake Hospital Replacement Project, Northern Health and had a virtual tour of the new hospital. She has provided a link of the virtual tour for those that are interested
- First Nations Primary Care Facility
  - Nak'azdli Whuten, Binche Whut'en and Tl'azt'en Nation
  - Culturally centered healthcare facility that will be welcoming to everyone
  - Cultural healers, medications and gardens
  - Three centers being implemented within Northern Health – Fort St. James, Hazelton and Chetwynd
  - Requesting community input
  - Will require 17 positions to open the facility, including physicians, psychiatrists, mental health and addictions professionals and administration.

### Electoral Area D (Fraser Lake Rural) – Update

Director Parker mentioned that he provided grant in aid funding along with Electoral Areas B (Burns Lake Rural), C (Fort St. James Rural) and F (Vanderhoof Rural) to support having Corey Hirsch, former NHL goaltender and mental health and wellness advocate present to School District 91 schools in the region as well as a community event in Vanderhoof. The presentation was very well received and valuable for the community.

The Fraser Lake Community Health Centre held a follow up event at Fraser Lake Elementary Secondary School to discuss the overdose crisis and to provide information in keeping students safe. It is a difficult conversation and was valuable and beneficial for the students and it was well received.

### Verbal Reports

Moved by Director Lambert  
 Seconded by Director Elphee

### SNRHD.2023-3-5

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

**ADJOURNMENT**

Moved by Director McGuire  
Seconded by Director Wiebe

SNRHD.2023-3-6

"That the meeting be adjourned at 10:22 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Judy Greenaway, Chairperson

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Wendy Wainwright, Confidential Clerk

## Stuart-Nechako Regional Hospital District Board of Directors

**To:** Board of Directors  
**From:** John Illes, Treasurer  
**Date:** March 9, 2023  
**Subject:** Budget for 2023 and Preliminary Budget for 2024

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

That Stuart-Nechako Regional Hospital District Annual Budget Bylaw No. 86, 2023 be given third reading and adopted this 9<sup>th</sup> Day of March, 2023.

**BACKGROUND**

At the February 23<sup>rd</sup> Board Meeting, The Budget Bylaw No. 86 was given first and second reading.

The information below was presented at the February 23<sup>rd</sup> meeting and the presented information remains unchanged.

*At the February 9, 2023 board meeting the directors requested staff to bring back a budget bylaw with a 7.0% tax increase, which will see the tax requisition increase from \$5,307,899 to \$5,927,500. The table below illustrates the impact of this proposed bylaw.*

Table 1

2022 Property Assessment	Tax Paid in 2022		2023 Property Assessment	Tax Paid in 2023	Increase in Taxes Paid %	Increase in Taxes Paid \$
\$ 100,000	\$ 127.57	→	\$ 110,900	\$ 136.51	7.0%	\$ 8.94
\$ 250,000	\$ 318.93	→	\$ 277,250	\$ 341.28	7.0%	\$ 22.35
\$ 350,000	\$ 446.50	→	\$ 388,150	\$ 477.79	7.0%	\$ 31.30
\$ 500,000	\$ 637.85	→	\$ 554,500	\$ 682.56	7.0%	\$ 44.71
	<b>Requisition Collected in 2022</b>			<b>Requisition Collected in 2023</b>	<b>Increase in Requisition %</b>	<b>Increase in Requisition \$</b>
	\$ 5,307,899	→	→	\$ 5,927,500	11.7%	\$ 619,601
	<b>Tax Rate in 2022 per \$1,000</b>			<b>Tax Rate in 2023 per \$1,000</b>	<b>Decrease in Tax Rate %</b>	<b>Decrease in Tax Rate per \$1,000</b>
	1.2757	→	→	1.2309	(0.0351)	(0.0448)

*With the average market increase on assessments of 10.9% for the hospital district, the average assessment for each property increases by this percentage. Thus, a property valued at \$100,000 in 2022 would now be valued at \$110,900. The taxes paid for this \$100,000 property in 2022 was \$127.57 and in 2023 this same property now valued at \$110,900 will pay \$136.51 in taxes. The table also shows sample changes for properties worth \$250,000, \$350,000, and \$500,000 in 2022.*

*The hospital district will increase the requisition it receives by \$619,601 to \$5,927,500 in 2023 (from \$5,307,899 in 2022). This percentage increase in requisition is 11.7%. This amount is approximately equal to the increase in taxes of 7.0% and the non-market (or new construction) increase in assessments of 4.8%.*

*The tax rate for the hospital district falls from \$1.2757 in 2022 to \$1.2309 in 2023. This is a decrease in the tax rate per \$1,000 of 3.5%.*

**Attachment: Bylaw No. 86**

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT**

**BYLAW NO. 86**

**Being a bylaw to adopt the Annual Budget  
for the year 2023  
and the Provisional Annual Budget  
for the year 2024.**

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, 2023 and the provisional Annual Budget for the Stuart-Nechako Regional Hospital District for the year ended December 31, 2024.
2. This bylaw may be cited as the "Stuart-Nechako Regional Hospital District Annual Budget Bylaw No. 86, 2023."

READ A FIRST TIME this 23<sup>rd</sup> day of February, 2023

READ A SECOND TIME this 23<sup>rd</sup> day of February, 2023

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2023

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

I hereby certify that this is a true copy of Bylaw No. 86 as adopted.

\_\_\_\_\_  
Secretary



## Stuart Nechako Regional Hospital District - 2023 Budget and 2024 Provisional Budget

**Bylaw No. 86**

	2023 Budget	2024 Provisional Budget
<b>INCOME</b>		
Grant In Lieu of Taxes	28,000	28,000
Taxation	5,927,500	6,200,000
Interest	120,000	100,000
	<u>\$ 6,075,500</u>	<u>\$ 6,328,000</u>
<b>EXPENSES</b>		
Business Planning		
Major Capital Project >\$5M	10,033,773	
Major Capital Project <\$5M	2,000,000	
Major Equipment	483,200	238,400
Building Integrity and Minor Capital Grant	213,000	197,664
IT Projects Grant	256,279	152,964
Administration	20,000	20,000
Directors Remuneration	10,000	10,000
	<u>\$ 13,016,252</u>	<u>\$ 619,028</u>
<b>NET INCOME AT END OF YEAR</b>	<b>(6,940,752)</b>	<b>5,708,972</b>

## Schedule B Bylaw 86

## Major Capital Projects Approved and Continuing:

Stuart Lake Hospital	Fort St. James	\$	20,000,000
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Stuart Nechako Manor	Vanderhoof	\$	2,000,000
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## Major Capital Projects Funded:

	2023		<i>Current Year</i>
Stuart-Nechako Manor	Vanderhoof	\$	2,000,000
Stuart Lake Hospital	Fort St. James	\$	10,033,773
St. John Hospital Anesthesia Machine	Vanderhoof	\$	48,000
St. John Hospital X Ray Room Upgrades	Vanderhoof	\$	435,200
		\$	<b>12,516,973</b>

**Stuart-Nechako Regional Hospital District  
Board of Directors**

**To:** Board of Directors  
**From:** John Illes, Treasurer  
**Date:** March 9, 2023  
**Subject:** Expenditure Bylaw No. 87

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

That Stuart-Nechako Regional Hospital District Expenditure Bylaw No. 87, 2023 be given first, second and third reading and adopted this 9<sup>th</sup> Day of March, 2023.

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**BACKGROUND**

Before the Board can make any capital grant to Northern Health, the Board must first adopt an expenditure bylaw.

Bylaw No. 87 includes all items in the 2023 budget that separately are less than \$500,000. Projects over this amount will each receive their own expenditure bylaw to facilitate tracking and project auditing.

**Attachment: Bylaw No. 87**

**STUART-NECHAKO REGIONAL HOSPITAL DISTRICT  
CAPITAL EXPENDITURE BYLAW  
BYLAW NO. 87**

**WHEREAS**, the Board of the Stuart-Nechako Regional Hospital District proposes to expend money for capital expenditures included in the 2023 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 \$952,479 representing a portion of the capital expenditures included in the 2023 budget more particularly detailed as follows:

<u>Description</u>	<u>Amount</u>
Building Integrity and Minor Capital Annual Grant	\$213,000
IT Projects Annual Grant	\$256,279
St. John Hospital X Ray Room (VAN)	\$48,000
St. John Hospital Anesthesia Machine (VAN)	\$435,200
	<u>\$952,479</u>

- 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. 87, 2023."

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_ 2023

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_ 2023

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_ 2023

ADOPTED this \_\_\_\_ day of \_\_\_\_\_ 2023

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

I, hereby, certify that this is a true copy of Bylaw No. 87 as adopted.

\_\_\_\_\_  
Secretary