



# MOUNT WADDINGTON REGIONAL HOSPITAL DISTRICT

## MARCH 17, 2020 MEETING AGENDA

Following the Regional District of Mount Waddington Board of Directors Meeting  
Board Room, RDMW Administrative Office, 2044 McNeill Road, Port McNeill, BC

- Page      **CALL TO ORDER**
- A. APPROVAL OF AGENDA**
- 1            1. Adoption of March 17, 2020 MWRHD Meeting Agenda as Presented (or amended)
- B. DELEGATIONS & RECOGNITIONS - None**
- C. ADOPTION OF MINUTES**
- 2-4        1. Minutes of the MWRHD Meeting held February 18, 2020, as Presented (or amended)
- D. CORRESPONDENCE - None**
- E. REPORTS**
- F. BYLAWS**
- 5-6        1. Bylaw No. 106 cited as “Mount Waddington Regional Hospital District Financial Plan 2020-2024 Bylaw No. 106, 2020” to be read a first, second and third time.
2. Bylaw No. 106 cited as “Mount Waddington Regional Hospital District Financial Plan 2020-2024 Bylaw No. 106, 2020” be adopted.
- 7            3. 2020 Hospital Taxation Summary
- E. COMMITTEE REPORTS – None**
- G. HEALTH NETWORK BUSINESS**
- 8-9        1. Mount Waddington Health Network Coordinator Report (March 17, 2020)
- H. NEXT MEETING – April 21, 2020 following the RDMW Board of Directors meeting.**
- I. ADJOURNMENT**



# MOUNT WADDINGTON REGIONAL HOSPITAL DISTRICT

## February 18, 2020 Minutes

Following the Regional District of Mount Waddington Board of Directors Meeting  
Board Room, RDMW Administrative Office, 2044 McNeill Road, Port McNeill, BC

Present: Andrew Hory (Chair) and Directors Sandra Daniels, James Furney, Dennis Buchanan, Dennis Dugas, Rod Sherrell, Kevin Cameron, Janet Dorward  
Regrets: Gaby Wickstrom  
Staff: Greg Fletcher, Nicole McDowell  
Media: None  
Public: None

Resolution No. **CALL TO ORDER** **Time 4:24 PM**

### A. APPROVAL OF AGENDA

1. Adoption of February 18, 2020 MWRHD Meeting Agenda.

006/2020 Moved/Seconded/**CARRIED**

THAT the February 18, 2020 MWRHD Meeting agenda be approved as amended with the addition of the draft 2020 annual budget.

### B. DELEGATIONS

1. Dave Leitch, Aniko Nelson: SRD, Stacey Marsh: ED Campbell River Hospital Foundation – *Home Away From Home*

*Highlights of the presentation included updates from the previous presentation in July, 2019:*

- *Home away From Home is Children's Foundation moving ahead*
- *Also looking at the Adult Lodge at CR Hospital to facilitate overnight patients*
- *Hospital Foundation has potential donors but needed a commitment from the Strathcona Regional District which is willing to fund a service with 1 cent per thousand assessment which currently would yield about \$115,000 per year*
- *Hospital Foundation looking to acquire donations to the capital investment estimated at 1.8 to 2 million dollars*
- *Has a donor willing to commit to \$500,000 is contingent on receiving commitment to cover base operating costs; if RDMW also contributed 1 cent/\$1000 another \$23000 per year could be earmarked; altogether \$250,000/year is required*
- *From experiences of similar facilities, as the facility becomes well known, donations will cover an increasing portion of expenses in addition to the \$25/night charge*
- *Hospital Foundation and SRD looking to have discussions with local First Nations, Island Health Authority, and other potential donor groups*
- *Although VIHA has donated the land, concerns were raised about 'downloading' from the Health Authority;; perhaps political pressure on Island Health as SRD feels they should contribute to the project*
- *This project "is a go" if can secure \$1.2 million – again just need commitments for long term operational funds; then will persue other funding from donations to keep going.*
- *Comox & Courtenay might not be willing to commit due to close proximity to Campbell River Hospital; therefor, focused on commitments from North Island and outlying areas.*
- *Approximately 1/3 of surgical services are for residents from the North Island. The need is there for overnight stay for patients and their families.*

- *The proposed facility will have 10 rooms with Children in family lodge, ensuites in each room, open shared kitchen, and laundry equipment.*
- *A governing body will assess time limits for overnight stays travelers etc.*
- *SRD confirmed that a Board resolution or 1<sup>st</sup> reading of a bylaw before June would be enough of a commitment;*
- *Phases to this project would be:2020 secure funding; 2021 construction;2022 operational*
- *Likely will be a service under the Strathcona Regional District with a joint service Bylaw from thr RDMW.*

007/2020

Moved/Seconded/**CARRIED**

THAT the a report be prepared outlining the process needed to move forward with the Hospital Foundation Home Away from Home project .

*Directors and the Chair thanked Dave, Aniko, and Stacey for their presentation.*

**C. ADOPTION OF MINUTES**

1. Minutes of the MWRHD Meeting held January 21, 2020.

008/2020

Moved/Seconded/**CARRIED**

THAT the January 21, 2020 MWRHD meeting minutes be approved as circulated.

**D. CORRESPONDENCE – None**

**E. REPORTS –**

1. Island Health - 2020/21 Capital Projects and Equipment dated January 31, 2020
2. Draft Mount Waddington Regional hospital District Budget

*The Administrator noted that the funding request letter was incorporated into a draft five year budget prepared by the Treasurer and presented to the Board:*

- *Noted that VIHA has a 3 Year funding envelope – rolling 3 – if money not spent in the year it is rolled forward to the next year*
- *The request for \$260,000 provides for a basket of “minor” (under \$100,000) projects*
- *Funding allocations are under \$100,000; in any given year the actual expenditures will vary but sufficient cash flow is required to cover any of the identified projects up to the specified MWRHD share*
- *Major projects are over one million ; the draft five year budget has been “buffered” to create more flexibility for when these come so reduce taxation spikes by using accumulated surplus to reduce the cost of borrowing for long periods*
- *The next major capital projects in the RDMW are not expected until 2020 and beyond*
- *Part of the budget includes principle and interest from earlier major projects including the Cormorant Island Heath Centtre and the Port Hardy Primary Care facility*
- *Health Network requests monthly reporting now; Hospital District keeps their interest in lieu of administration charges.*
- *Budget for Audit fees: If the auditor prepares financial statement, then it’s an additional charge over the auditor fees; the Treasurer plans on preparing the statements*

009/2020 Moved/Seconded/**CARRIED**  
THAT the draft budget be brought forward to the public budget meeting set for March 3<sup>rd</sup> after pre-circulation to the Board

010/2020 Moved/Seconded/**CARRIED**  
THAT the Island Health 2020/21 Capital Projects and Equipment Report be received and filed.

**F. BYLAWS** – None

**G. COMMITTEE REPORTS** – None

**H. HEALTH NETWORK BUSINESS**

1. Health Network Coordinator Contract Renewal

*Angela Smith absent; Chair Andrew Hory provided update, noting that:*

- *Health Network Executive, has reviewed the contract and has approved the draft with the amendment that “three months notice” be changed to “one month notice”*
- *The Health Network Executive recommended approval of the contract as dated February 26, 2020 and pre circulated to the Board*

011/2020 Moved/Seconded/**CARRIED**  
THAT in accordance with the Mount Waddington Health Network (MWHN) that the agreement with Angela Smith, dated February 26, 2020, to provide service as the MWHN Coordinator for the term from January 1, 2020 to December 31, 2020, be approved.

**I. NEXT MEETING** – March 17, 2020 following the RDMW Board of Directors meeting.

**J. ADJOURNMENT**

**Time 5:15 PM**

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CHAIR

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SECRETARY



**MOUNT WADDINGTON REGIONAL HOSPITAL DISTRICT**  
**BYLAW NO. 106**

*A Bylaw of the Mount Waddington Regional Hospital District to authorize the Financial Plan for the Years 2020 to 2024*

The Board of the Mount Waddington Regional Hospital District in open meeting assembled enacts as follows:

1. This Bylaw may be cited for all purposes as “Mount Waddington Regional Hospital District Financial Plan Bylaw No. 106, 2020.”
2. Schedule “A” attached hereto and made part of this Bylaw is hereby adopted and is the Financial Plan of the Mount Waddington Regional Hospital District for the years 2020 to 2024.

**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**

\_\_\_\_\_  
**ADMINISTRATOR**

\_\_\_\_\_  
**CHAIR**

I, \_\_\_\_\_ hereby certify, that the foregoing is a true and correct copy of Bylaw No. 106 cited as the “Mount Waddington Regional Hospital District Financial Plan Bylaw No. 106, 2020”.

\_\_\_\_\_  
*Corporate Secretary*



# MOUNT WADDINGTON REGIONAL HOSPITAL DISTRICT

## BYLAW NO. 106 – SCHEDULE A

### 2020 to 2024 Financial Plan

	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
<b>Revenue - Operating</b>					
Property Taxes	<b>(698,400)</b>	(712,400)	(726,600)	(741,100)	(755,900)
Parcel taxes					
Grant in Lieu	<b>(2,000)</b>	(2,000)	(2,000)	(2,000)	(2,000)
Grants	-	-	-	-	-
Other Grants					
Other Revenue					
Interest revenue	<b>(35,000)</b>	(30,000)	(30,000)	(30,000)	(30,000)
Admin fees charged to Hospital					
<b>Total</b>	<b>(735,400)</b>	(744,400)	(758,600)	(773,100)	(787,900)
<b>Expenses - Operating</b>					
Administration	<b>92,300</b>	94,100	96,000	97,900	99,900
Audit	<b>12,200</b>	12,400	12,600	12,900	13,200
Grants to Health Authority	<b>410,000</b>	418,200	426,600	435,100	443,800
Bank Service Charge	<b>500</b>	500	500	500	500
Miscellaneous	<b>5,000</b>	5,000	5,000	5,000	5,000
Interest expense	<b>55,844</b>	55,844	35,877	15,909	15,909
<b>Total</b>	<b>575,844</b>	<b>586,044</b>	576,577	567,309	578,309
<b>Internal Transfers - Operating</b>					
Transfer to/(from) Surplus	<b>46,486</b>	45,286	113,009	161,735	165,535
Debt proceeds	-	-	-	-	-
Debt principal repayment	<b>113,070</b>	113,070	69,014	44,056	44,056
<b>Total</b>	<b>159,556</b>	<b>158,356</b>	<b>182,023</b>	<b>205,791</b>	<b>209,591</b>

## 2020 Hospital Taxation Summary

	Change	<u>2020 Tax</u>	<u>2019</u>
PH	3.4%	152,435	147,382
AB	11.4%	15,249	13,693
PA	-0.4%	50,836	51,050
PM	<u>3.7%</u>	<u>103,414</u>	<u>99,721</u>
Total Municipal	3.2%	321,934	311,846
Area A	2.1%	62,394	61,081
Area B	4.2%	113,728	109,121
Area C	2.1%	67,524	66,120
Area D	<u>-2.7%</u>	<u>132,821</u>	<u>136,532</u>
Total EA	<u>1.0%</u>	<u>376,467</u>	<u>372,854</u>
Total Region	2.0%	698,401	684,700
Rate/\$100,000	-4.1%	30.05	31.32



MWHN Regional Hospital District  
Spring Report  
March 17, 2020

#### CURRENT SITUATION - COVID 19

COVID19 is the primary concern of community health at this time. Based on the recommendations of health professionals, all meetings and gatherings facilitated by the health network are suspended indefinitely.

Administratively, the MWHN is not an authority on COVID19 and will be taking no formal role in crisis management.

The Network will relay only critical official notices from government and health authorities as requested.

We are promoting best practices amongst our partners. The most stringent measures are recommended at this time, which include:

- SELF-ISOLATE if you or anyone you know display ANY symptoms  
Do not enter any public buildings if you may have been exposed or have been in a crowd.  
Call \*811 if you are exhibiting symptoms.
- All people must MAINTAIN SOCIAL DISTANCING  
KEEP 6 FEET AWAY from each other
- ONLY "ESSENTIAL" IN-PERSON VISITS  
*Use video calling on WhatsApp, Skype, Zoom, Facebook Messenger, Google, WHATEVER it takes to maintain space between people. This virus travels indiscriminately and without notice.*
- Everyone should SANITIZE THEIR HOMES, WORKSTATIONS, PHONES, VEHICLES AND ALL SURFACES frequently. Use extreme hygiene procedures in common areas
- WASH YOUR HANDS FREQUENTLY

#### NEWS & EVENTS

1. Annual Forum - A forum on Emergency Planning will be held at an undetermined date in an undetermined location.
2. The Foundry Project - We had a successful interview and a visit with Foundry Central that felt good. We were supposed to hear an announcement on the award March 17<sup>th</sup>, however the announcement by the Health Minister is postponed pending the outcome of the COVID 19 situation in British Columbia.



## SPRING TIMELINE

### March 2020

- Finalize strategic plan and communicate the new governance structure and community link options
- Communications upgrade - Website
  - Reflects strategic plan, mandate of the MWHN, and how to be involved
- Management of Food Database project and Senior's Database project
- Cultural Safety - Project Development & Strategy

### April 2020

- Wellness First
  - Housing Project Ongoing
  - Regional Addictions & Recovery Strategy Update
- SEBLAC Directory

### May 2020

- Transportation Strategy development
- Food Security Promotion

### June

- Emergency Response Forum (Tentative)