

# WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT

## *(Minutes of Board)*

Castlegar, B.C.  
January 20, 2010

The **first** regular meeting of the Board of the West Kootenay-Boundary Regional Hospital District for the year 2010 was held on Wednesday, January 20, 2010 at 6:00 p.m. in the Monashee Room, Castlegar & District Community Complex, Castlegar, B.C.

### **PRESENT:**

(RDCK)	Director L. Chernoff	Castlegar
	Director G. Lay	Kaslo
	Director J. Dooley	Nelson
	Alternate Director B. Greensword	New Denver
	Director A. Henderson	Salmo
	Alternate Director R. Johnson	Silverton
	Director H. Elliott	Slocan
	Director G. Jackman	Area A-Wynndel/East Shore Kootenay Lake
	Director A. Shadrack	Area D
	Alternate Director P. McGauley	Area E
	Director R. Mickel	Area F
	Director H. Cunningham	Area G
	Director W. Popoff	Area H-The Slocan Valley
	Director J. Voykin	Area I
	Director G. Zaitsoff	Area J-Lower Arrow/Columbia
	Director P. Peterson	Area K-The Arrow Lakes
(RDKB)	Director L. Gray	Fruitvale
	Director B. Taylor	Grand Forks
	Director C. Stevenson	Greenwood
	Director M. Rotvold	Midway
	Director G. Welsh	Montrose
	Director K. Wallace	Rosland
	Director F. Romano	Trail
	Director B. Crockett	Warfield
	Director M. Christensen	Area B
	Director I. Perepolkin	Area D

### **Other Elected Officials Present:**

Director R. Faust	Area E, RDCK
Director C. Bell	Silverton

### **Absent:**

Director K. Hamling	Nakusp
Director A. Grieve	Area A, RDKB
Director G. McGregor	Area C, RDKB
Director B. Baird	Area E, RDKB

### **Interior Health Authority:**

Allan Sinclair, Chief Operating Officer, East Kootenay/Kootenay Boundary  
Todd Mastel, Director, Business Support, East Kootenay/Kootenay Boundary  
Steve McEwan, Director, Facilities, Plant & Maintenance/Kootenay Boundary

### **Administration:**

Jim Gustafson	Secretary
Dawn Attorp	Deputy Secretary
Grant Roeland	Treasurer
Barb Ihlen	Deputy Treasurer
Lana Donaldson	Executive Secretary

## **CALL TO ORDER**

At 6:00 p.m., the Secretary, Jim Gustafson, assumed the chair and called the meeting to order.

## **WKBRHD APPOINTMENTS**

**MOVED** by Director Rotvold and seconded,  
And Resolved:

**1/10** The report dated December 30, 2009 from Dawn Atorp, Deputy Secretary advising of the requirement for each Director to be appointed to the Board be received.

**MOVED** by Director Rotvold and seconded,  
And Resolved:

**2/10** The following Regional District Directors be appointed as Directors of the West Kootenay-Boundary Regional Hospital District, with it noted that by resolution of Council of the Village of New Denver, Alternate Director Bonnie Greensword is named appointee with Director Gary Wright as the alternate:

### Regional District of Kootenay Boundary

Ali Grieve, Director Area A  
Marie Christensen, Director Area B  
Grace McGregor, Director Area C  
Irene Perepolkin, Director Area D  
Bill Baird, Director Area E  
Larry Gray, Director Fruitvale  
Griff Welsh, Director Montrose  
Fred Romano, Director Trail  
Bert Crockett, Director Warfield  
Kathy Wallace, Director Rossland  
Brian Taylor, Director Grand Forks  
Christopher Stevenson,  
Director Greenwood  
Marguerite Rotvold, Director Midway

### Regional District of Central Kootenay

Garry Jackman, Director, Area A  
Andrew Shadrack, Director Area D  
Ramona Faust, Director Area E  
Ron Mickel, Director Area F  
Hans Cunningham, Director Area G  
Walter Popoff, Director Area H  
John Voykin, Director Area I  
Gordon Zaitsoff, Director Area J  
Paul Peterson, Director Area K  
Lawrence Chernoff, Director Castlegar  
Greg Lay, Director Kaslo  
Karen Hamling, Director Nakusp  
John Dooley, Director Nelson  
Bonnie Greensword, Alternate Director  
New Denver  
Ann Henderson, Director Salmo  
Carol Bell, Director Silverton  
Hillary Elliott, Director Slocan

## **ELECTION OF CHAIR / ACTING CHAIR**

The Secretary outlined to the Board the election process, namely, that he would call for nominations three times; that each candidate nominated would be given opportunity to provide a speech of a maximum two minutes; that the vote would be conducted by secret ballot and that the outcome of the election would be announced although the final count for each candidate would remain confidential.

**CHAIR** The Secretary called for nominations for the position of Chair of the West Kootenay-Boundary Regional Hospital District.

Alternate Director Greensword nominated Director Rotvold for the position of Chair.

Nominations were called a second, third and final time. There being no further nominations, Director Rotvold was declared elected by ***acclamation***.

**ACTING CHAIR** The Secretary called for nominations for the position of Acting Chair of the West Kootenay-Boundary Regional Hospital District.

Director Shadrack nominated Alternate Director Greensword for the position of Acting Chair.

Nominations were called a second, third and final time. There being no further nominations, Alternate Director Greensword was declared elected by **acclamation**.

*The regular meeting proceeded with Chair Rotvold presiding.*

### **ADOPTION OF THE AGENDA & MINUTES**

**MOVED** by Director Welsh and seconded,  
And Resolved:

**3/10** The agenda for the January 20, 2010 meeting be adopted as circulated.

**MOVED** by Director Shadrack and seconded,  
And Resolved:

**4/10** The minutes of the November 18, 2009 meeting be adopted.

### **DELEGATION**

#### **Interior Health Authority – Presentation of Capital Update**

The Chair welcomed representatives of the Interior Health Authority who were in attendance to present to the Board a document titled '*Capital Update - January 20, 2010*', copies of which were circulated as part of the meeting agenda.

Mr. Mastel reviewed the document in detail, providing an overview of Interior Health's capital funding and investments, the prioritization processes in place, and also major projects underway throughout Interior Health's extensive region. The presentation also identified potential WKBRHD capital requests which the Board may see in the formal funding request letter anticipated to be presented to the Board at the February meeting.

A general discussion ensued wherein several topics were introduced:

- Forecasting of extended care bed requirements to meet the needs of an aging population.
- Whether IHA is mandated to identify and reduce greenhouse gas emissions similar to local governments and school districts; potential financial implications on RHDs; consideration of energy efficiencies as part of planned equipment replacement; assessments of energy consumption being done although establishing carbon footprint of each facility would be massive undertaking.

**MOVED** by Director Dooley and seconded,  
And Resolved:

**5/10** Interior Health staff be requested to bring forward a report outlining IHA's strategy to reduce greenhouse gas emissions, including the potential impact on Regional Hospital Districts, for presentation to the Board at the May 19, 2010 meeting.

*Director Absent: Director Henderson left the meeting at 6:35 p.m.*

Mr. Mastel also briefly referenced agenda item 7b, being the Project Status Report. While the item was presented verbally at the November 18<sup>th</sup> meeting, copies were circulated as part of the agenda in the event of questions. He indicated it is intended that this type of information will be filed with the Board twice a year.

Chair Rotvold extended appreciation of the Board to the delegation for attending and providing this type of information, which served to demonstrate improved communications between IHA and the Board.

## **UNFINISHED BUSINESS**

### **CAPITAL RESERVE STRATEGIES**

**MOVED** by Director Shadrack and seconded,  
And Resolved:

**6/10** The report dated January 12, 2010 from Grant Roeland, Treasurer providing detailed information regarding Capital Reserve Strategies, as requested at the November 18, 2009 meeting, be received.

Mr. Roeland provided a verbal supplement to his report on potential impacts of establishing sufficient capital reserves through taxation to reduce future capital borrowing requirements and suggested that in establishing required tax requisitions, the Board may wish to consider the impact of taxation fluctuations on property owners.

Recognizing this as a political discussion that will come up at a later date, Chair Rotvold encouraged Directors to review the report and direct questions to Mr. Roeland.

## **CORRESPONDENCE**

### **PURPOSE OF RHD BOARD:**

**MOVED** by Director Zaitsoff and seconded,  
And Resolved:

**7/10** The report dated December 22, 2009 from Jim Gustafson, CAO regarding the Purpose of a Regional Hospital District Board be received.

### **APPOINTMENTS:**

**MOVED** by Director Elliott and seconded,  
And Resolved:

**8/10** The report dated December 31, 2009 from Dawn Attorp, Deputy Secretary regarding Administrative Appointments/Signing Officers as required by statute, be received.

### **OFFICERS:**

**MOVED** by Director Elliott and seconded,  
And Resolved:

**9/10** The following individuals be appointed as officers of the West Kootenay-Boundary Regional Hospital District for the duration of the current administrative services agreement:

(CONTINUED)

Jim Gustafson	Secretary
Dawn Attorp	Deputy Secretary
Grant Roeland	Treasurer
Barb Ihlen	Deputy Treasurer

**SIGNING OFFICERS:**

**MOVED** by Director Cunningham and seconded,  
And Resolved:

**10/10** The following positions be appointed as signing officers for the West Kootenay-Boundary Regional Hospital District:

Chair	Marguerite Rotvold
Acting Chair	Bonnie Greensword
Director at Large	Ron Mickel
Secretary	Jim Gustafson
Deputy Secretary	Dawn Attorp
Treasurer	Grant Roeland
Deputy Treasurer	Barb Ihlen

**EXECUTIVE COMMITTEE:**

**MOVED** by Director Welsh and seconded,  
And Resolved:

**11/10** The report dated December 31, 2009 from Dawn Attorp, Deputy Secretary regarding provision within the *Hospital District Act* for appointment of an Executive Committee and referencing resolution 31/03 as adopted by the WKBRHD which sets out the framework for membership on the Committee, be received.

**MOVED** by Director Stevenson and seconded,  
And Resolved:

**12/10** The following are hereby appointed to the Executive Committee of the Board:

<i>Arrow Lakes-Castlegar-Nakusp:</i>	Director Peterson
<i>Kootenay (Kaslo-Nelson-Slocan):</i>	Director Popoff
<i>Boundary:</i>	Director Taylor
<i>Greater Trail:</i>	Director Romano
	Chair Rotvold
	Acting Chair Greensword

**CRITERIA FOR CAPITAL REQUESTS:**

**MOVED** by Director Jackman and seconded,  
And Resolved:

**13/10** The report dated December 30, 2009 from Dawn Attorp, Deputy Secretary referencing resolution 13/98 as adopted by the Board which established criteria for consideration of capital requests, and noting the importance of ensuring the criteria is current and reflects present values, be received.

**MOVED** by Director Jackman and seconded,  
And Resolved:

- 14/10** The West Kootenay-Boundary Regional Hospital District Board tasks the Executive Committee with developing new criteria for considering capital requests for consideration by the Board.

**MISSION STATEMENT:**

**MOVED** by Director Jackman and seconded,  
And Resolved:

- 15/10** The report dated January 4, 2010 from Jim Gustafson, Secretary in regard to review of the Board's current Mission Statement to ensure it is reflective of current thinking, be received.

**MOVED** by Director Mickel and seconded,  
And Resolved:

- 16/10** That the Board's current Mission Statement, being:

*"That the West Kootenay-Boundary Regional Hospital District Board of Directors' mission is to determine local property taxpayer's responsibility for health care matters established by the Hospital District Act within the West Kootenay-Boundary Regional Hospital District's authority."*

be **referred** to the Executive Committee for review.

**2010 EXPENSE POLICIES:**

**MOVED** by Director Mickel and seconded,  
And Resolved:

- 17/10** The report dated January 4, 2010 from Jim Gustafson, Secretary regarding 2010 Expense Policies be received.

**MOVED** by Director Peterson and seconded,  
And Resolved:

- 18/10** The Board reaffirms for 2010 its expenses as per existing policy, namely:

- a) That the Board's reimbursement policy for mileage and meals remain consistent with Provincial rates for 2010.

	<u>Current Rate</u>	<u>2010 Rate</u>
Mileage:	\$0.47 per kilometre	\$0.50 per kilometre
Breakfast:	\$10.75	\$11.00
Lunch:	\$12.50	\$12.75
Dinner:	\$21.50	\$21.75

- b) That the Directors' remuneration be adjusted for 2010 by the British Columbia Consumer Price Index for 2009.

- c) Other policies pertaining to Board Remuneration to remain at 2009 levels.

*(It was noted that Bylaw No. 159, being an amendment to Board Remuneration Bylaw 117, to reflect the 2010 Provincial Government rate for mileage and meals will be considered later in the meeting. Furthermore, given that the CPI index is .1%, there will not be an adjustment to Directors' remuneration for 2010.)*

**ACCOUNTS PAYABLE**

**MOVED** by Director Christensen and seconded,  
And Resolved:

**19/10** The Accounts Payable for the period November 1 to December 31, 2009 (Cheque Nos. 4842 – 4870), in the amount of \$362,385.43, be received.

**BYLAWS**

**Bylaw 159 – Board Remuneration Amendment Bylaw No. 159, 2010.**

**MOVED** by Director Peterson and seconded,  
And Resolved:

**20/10** **Board Remuneration Amendment Bylaw No. 159, 2010**, is hereby read the FIRST, SECOND and THIRD time.

**MOVED** by Director Jackman and seconded,  
And Resolved:

**21/10** **Board Remuneration Amendment Bylaw No. 159, 2010**, is hereby reconsidered and finally ADOPTED.

**MEETINGS:**

In concluding the meeting, Chair Rotvold invited input from Directors with respect to continuing the practice of holding meetings in Trail, and during the winter months, in Castlegar.

**MOVED** by Director Dooley and seconded,  
And Resolved:

**22/10** The practice of alternating meeting locations be discontinued, with all meetings of the Board of the West Kootenay-Boundary Regional Hospital District to be held in Castlegar.

**ADJOURNMENT**

**MOVED** by Director Jackman and seconded,  
And Resolved:

**23/10** The meeting be adjourned at 7:54 p.m.

\_\_\_\_\_  
Chair

**CERTIFIED CORRECT**

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Secretary