

**NANAIMO REGIONAL HOSPITAL DISTRICT**

**SPECIAL BOARD MEETING  
TUESDAY, MARCH 25, 2003  
(immediately following Electoral Area Planning Committee)**

*(Nanaimo City Council Chambers)*

**A G E N D A**

**PAGES**

**CALL TO ORDER**

**DELEGATION**

**MINUTES**

- 2-5 Minutes of the regular Hospital Board meeting held March 11, 2003, and the minutes of the Nanaimo Regional Hospital District Subcommittee meeting held March 11, 2003.

**Vancouver Island Health Authority – Memorandum of Understanding.**

*That the Nanaimo Regional Hospital District not sign the Memorandum of Understanding with the Vancouver Island Health Authority in its current form and propose alternative language for clause 4 of the Agreement.*

**Support of Oceanside Health Facility.**

*That staff prepare a letter for the Chairperson's signature to the Minister of Health Services, Honourable Colin Hansen, Minister of Health Planning, Honourable Sindi Hawkins, MLA for Nanaimo-Parksville, Honourable Judith Reid, MLA for Alberni-Qualicum, Ms. Gillian Trumper, CEO of the VI Health Authority Executive, Mr. Rick Roger and the Chair of the VI Health Authority Board of Directors, Jac Kreut, stating that the RDN fully supports the Oceanside Community proposal for an urgently needed enhanced Primary Health Care Facility in Oceanside.*

**ADMINISTRATOR'S REPORT**

- 6-9 Annual Budget Bylaw No. 134.  
10-12 Temporary Borrowing Resolution.

**ADDENDUM**

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

**ADJOURNMENT**

**NANAIMO REGIONAL HOSPITAL DISTRICT**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD**  
**OF THE NANAIMO REGIONAL HOSPITAL DISTRICT HELD ON**  
**TUESDAY, MARCH 11, 2003, AT 7:30 PM IN THE**  
**NANAIMO CITY COUNCIL CHAMBERS**

**Present:**

Director J. Stanhope Alternate	Chairperson
Director H. Kreiberg	Electoral Area A
Director G. Lund	Electoral Area B
Director E. Hamilton	Electoral Area C
Director D. Haime	Electoral Area D
Director P. Bibby	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director R. Longmuir Alternate	City of Parksville
Director A. Kruyt Alternate	Town of Qualicum Beach
Director D. Tyndall	City of Nanaimo
Director R. Cantelon	City of Nanaimo
Director T. Krall	City of Nanaimo
Director I. Sherry	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director B. Holdom	City of Nanaimo

**Also in Attendance:**

K. Daniels	Chief Administrative Officer
C. Mason	Gen. Mgr. of Corporate Services
J. Finnie	Gen. Mgr. of Environmental Services
B. Lapham	Gen. Mgr. of Development Services
N. Avery	Manager of Financial Services
M. Pearse	Manager of Administrative Services

**DELEGATION**

**Chuck Rowe, Vancouver Island Health Authority, re Oceanside Health Care Facility.**

Mr. Rowe updated Board members on the status of the Oceanside Health Care Facility.

**MINUTES**

MOVED Director Sherry, SECONDED Director Krall, that the minutes of the regular Hospital Board meeting held November 5, 2002 be adopted.

CARRIED

**PAGE**  
2

**HOSPITAL**

**Cost Sharing in Maternity Wing Renovations at Nanaimo Regional General Hospital.**

MOVED Director Holdom, SECONDED Director Cantelon, that the Regional Hospital District Board decline to cost share in a change to the design and location of the maternity ward in relation to the Phase II project at Nanaimo Regional General Hospital.

CARRIED

**2003 Capital Requests from the Vancouver Island Health Authority.**

MOVED Director Hamilton, SECONDED Director Krall,:

That the 2003 Hospital District budget not be amended to provide for further equipment grants or cost sharing in capital equipment in 2003.

That a committee of the Board be delegated to examine the longer term implications of capital equipment funding for VIFIA.

That given the basic principle that no taxation should occur without representation, the Board direct staff to investigate the most effective means by which the RDN may represent the interests of its residents on the agencies governing the NRGH and report back to the Board within one month.

CARRIED

**ADJOURNMENT**

MOVED Director Sherry, SECONDED Director Cantelon, that this meeting terminate.

CARRIED

**TIME:** 7:40 PM

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
GENERAL MANAGER, CORPORATE SERVICES

**NANAIMO REGIONAL HOSPITAL DISTRICT**  
**MINUTES OF THE MEETING OF THE NANAIMO REGIONAL**  
**HOSPITAL DISTRICT SUBCOMMITTEE HELD ON**  
**TUESDAY, MARCH 11, 2003, AT 5:00 PM IN THE**  
**NANAIMO CITY BOARD ROOM**

**Present:**

Director J. Stanhope  
Director E. Hamilton  
Director D. Bartram  
Director T. Krall  
Director B. Holdom  
Director D. Tyndall

Chairperson  
Electoral Area C  
Electoral Area H  
City of Nanaimo  
City of Nanaimo  
City of Nanaimo

**Also in Attendance:**

K. Daniels  
C. Mason

Chief Administrative Officer  
Gen. Mgr. of Corporate Services

**ADMINISTRATOR'S REPORT**

**Vancouver Island Health Authority – Memorandum of Understanding.**

MOVED Director Holdom, SECONDED Director Krall, that the Nanaimo Regional Hospital District not sign the Memorandum of Understanding with the Vancouver Island Health Authority in its current form and propose alternative language for clause 4 of the Agreement.

**Report on Options for Capital Funding of Health Care Projects.**

CARRIED

MOVED Director Hamilton, SECONDED Director Krall, that this report be received for information.

CARRIED

**Board Resolution from the Board Meeting held January 14, 2003.**

**Support of Oceanside Health Facility.**

MOVED Director Krall, SECONDED Director Hamilton, that staff prepare a letter for the Chairperson's signature to the Minister of Health Services, Honourable Colin Hansen, Minister of Health Planning, Honourable Sindi Hawkins, MLA for Nanaimo-Parksville, Honourable Judith Reid, MLA for Alberni-Qualicum, Ms. Gillian Trumper, CEO of the VI Health Authority Executive, Mr. Rick Roger and the Chair of the VI Health Authority Board of Directors, Jac Kreut, stating that the RDN fully supports the Oceanside Community proposal for an urgently needed enhanced Primary Health Care Facility in Oceanside.

CARRIED

**PAGE**  
**4**

**Chuck Rowe and Kevin Daniel, re the VIHA Memorandum of Understanding.**

Representatives from the Vancouver Island Health Authority advised Committee members of the current status of the Memorandum of Understanding and the proposed Oceanside Primary Health Care Facility.

**ADJOURNMENT**

MOVED Director Krail, SECONDED Director Hamilton, that this meeting terminate.

CARRIED

TIME: 7:10 PM

\_\_\_\_\_  
CHAIRPERSON



**REGIONAL  
DISTRICT  
OF NANAIMO**

<b>REGIONAL DISTRICT OF NANAIMO</b>		
MAR 18 2003		
CHAIR		GMCrs
CAO		GMDS
GMCms		GMES
Sp Brd		✓

**NANAIMO REGIONAL  
HOSPITAL DISTRICT  
MEMORANDUM**

**TO:** C. Mason  
General Manager, Corporate Services

**DATE:** March 8, 2003

**FROM:** N. Avery  
Manager, Financial Services

**FILE:**

**SUBJECT:** 2003 Annual Budget for the Nanaimo Regional Hospital District

**PURPOSE:**

To introduce and recommend adoption of the 2003 Regional Hospital District Annual budget.

**BACKGROUND:**

Pursuant to the Board's resolutions adopted on March 11<sup>th</sup>, 2003 the annual budget for the Regional Hospital District is unchanged from the provisional estimates. Property tax support for the 2003 budget is \$4,789,200. The amount available for equipment grants is \$1,477,980.

The annual budget must be adopted by bylaw on or before March 31<sup>st</sup>.

**ALTERNATIVES:**

1. Recommend adoption of Bylaw 134 authorizing a tax requisition of \$4,789,200 and including equipment grants of \$1,477,980.
2. Amend the budget and adopt an amended budget.

**FINANCIAL IMPLICATIONS:**

The 2003 budget raises taxes by about 4% at an estimated cost of \$37.60 pre \$100,000.

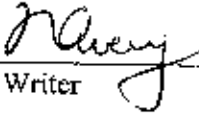
**SUMMARY/CONCLUSIONS:**


There are no changes to the proposed 2003 budget since the provisional estimates were adopted in 2002. Property tax support for the 2003 budget is \$4,789,200; about a 4% increase over 2002.

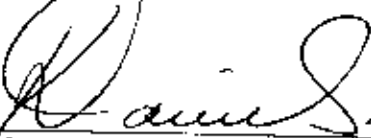
Staff recommends adopting the annual budget as presented.

**RECOMMENDATION:**

1. That "Nanaimo Regional Hospital District Annual Budget Bylaw No. 134, 2003 be introduced for first three readings.
2. That "Nanaimo Regional Hospital District Annual Budget Bylaw No. 134, 2003 having received first three readings, be adopted.

  
\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
General Manager Concurrence

  
\_\_\_\_\_  
CAO Concurrence

**COMMENTS:**

**NANAIMO REGIONAL HOSPITAL DISTRICT**

**BYLAW NO. 134**

**A BYLAW TO ADOPT THE ANNUAL  
BUDGET FOR THE YEAR 2003**

The Nanaimo Regional Hospital District, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the "Nanaimo Regional Hospital District 2003 Annual Budget Bylaw No. 134, 2003".
2. Schedule 'A' attached hereto and forming part of this bylaw is the Annual Budget for the Nanaimo Regional Hospital District for the year ending December 31, 2003.

Introduced and read three times this 25th day of March, 2003.

Adopted this 25th day of March, 2003.

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CHAIRPERSON

\_\_\_\_\_  
GENERAL MANAGER, CORPORATE SERVICES

**PAGE**  
**8**



\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
General Manager, Corporate Services

## ANAIMO REGIONAL HOSPITAL DISTRICT 2003 ANNUAL BUDGET

REVENUE	<u>Annual</u>
Tax requisition total	\$ 4,789,200
Grants in lieu of taxes	26,000
Interest revenues	37,600
Surplus (Deficit) from 2002 - Section 20 (4)	579,925
<b>TOTAL REVENUE</b>	<u><u>\$ 5,432,725</u></u>

### EXPENDITURES

Borrowing expenses (Section 23 (1) (a))	
- Principal	\$ 776,010
- Interest	2,463,820
Administration expenses (Section 17 (2))	8,000
<b>Other expenditures:</b>	
<b>Section 20 (3)</b>	
Reserve	701,915
Capital & Studies	1,477,980
Other (specify)	5,000
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 5,432,725</u></u>



**REGIONAL  
DISTRICT  
OF NANAIMO**

<b>REGIONAL DISTRICT OF NANAIMO</b>	
MAR 18 2003	
CHAIR	GMCrs
CAD	GMDS
GMCrs	GMEs
<i>Sp. Bed</i>	

**NANAIMO REGIONAL  
HOSPITAL DISTRICT  
MEMORANDUM**

**TO:** C. Mason  
General Manager, Corporate Services

**DATE:** March 11, 2003

**FROM:** N. Avery  
Manager, Financial Services

**FILE:**

**SUBJECT: Temporary Borrowing Resolution**

**PURPOSE**

To obtain approval of the resolution to authorize a short term borrowing limit for 2003.

**BACKGROUND**

Section 31 of the Hospital District Act permits short term borrowing to meet anticipated operating expenditures of the Hospital District, including amounts necessary for debt principal and interest payments. It is anticipated that as the Health Region submits grant reimbursement requests, there may be a requirement to provide for cash flow prior to the August 1st receipt of 2002 property taxes. The resolution attached provides the Hospital District the ability to utilize a revolving line of credit in the amount of \$2,000,000 for 2003 (unchanged from 2002).

**ALTERNATIVES**

1. Adopt the resolution.
2. Do not adopt the resolution.

**FINANCIAL IMPLICATIONS**

At present the Hospital District bank account stands at about \$2 million versus approximately \$3.6 million in commitments for grants and debt payments to August 1<sup>st</sup>, 2003. The receipt of tax monies each August provides cash flow for the balance of the year, however, there may be insufficient cash flow prior to August 1<sup>st</sup>, to reimburse grant claims and to pay obligatory debt costs. Short term borrowing costs are included as estimates in the 2003 recommended annual budget.

**SUMMARY/CONCLUSIONS**

Pursuant to authority granted by the Hospital District Act, staff has prepared a short term borrowing resolution to provide for cash flow requirements prior to receiving tax monies on August 1<sup>st</sup>, 2003.



NANAIMO REGIONAL HOSPITAL DISTRICT

RESOLUTION

**Short Term Borrowing Resolution.**

MOVED , SECONDED , that:

WHEREAS pursuant to Section 31 of the Hospital District Act, the Board may by resolution, with the approval of the Minister or a person authorized by the Minister to act in his/her behalf, borrow for purposes other than capital expenditures by way of temporary loan such sums as the Board may deem necessary to meet current operating expenditures for the year, including the amounts required for principal and interest falling due within the year upon any debt of the Board;

AND WHEREAS pursuant to Section 25 of the Act, member municipalities and the Province are not required to make payment from taxation revenues of amounts requisitioned by a District until August 1<sup>st</sup>, of each year;

AND WHEREAS estimated debt retirement and bank interest charges in the amount of \$2,000,000.00 must be paid before payment of such revenue is due;

NOW THEREFORE BE IT RESOLVED that the Board of the Nanaimo Regional Hospital District may borrow pursuant to Section 31 of the Hospital District Act, a sum not exceeding \$2,000,000.00 in 2003 for the purpose of paying the above mentioned debt retirement and bank interest charges.

I hereby certify the foregoing to be a true and correct copy of a resolution of the Board at its regular meeting held April 8th , 2003.

DATED at Nanaimo, B. C.        )  
this 8th day                        )  
of April, 2002.                    )

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General Manager, Corporate Services

PAGE  
12