

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE NANAIMO REGIONAL HOSPITAL DISTRICT BOARD MEETING  
HELD ON TUESDAY, MARCH 14, 2017 AT 7:00 PM IN THE  
RDN BOARD CHAMBERS**

In Attendance:

|                       |                        |
|-----------------------|------------------------|
| Director W. Veenhof   | Chair                  |
| Director I. Thorpe    | Vice Chair             |
| Director A. McPherson | Electoral Area A       |
| Director H. Houle     | Electoral Area B       |
| Director M. Young     | Electoral Area C       |
| Director B. Rogers    | Electoral Area E       |
| Director J. Fell      | Electoral Area F       |
| Director J. Stanhope  | Electoral Area G       |
| Director B. McKay     | City of Nanaimo        |
| Director J. Hong      | City of Nanaimo        |
| Director J. Kipp      | City of Nanaimo        |
| Director B. Yoachim   | City of Nanaimo        |
| Director M. Lefebvre  | City of Parksville     |
| Director B. Colclough | District of Lantzville |
| Director T. Westbroek | Town of Qualicum Beach |

Regrets:

|                      |                 |
|----------------------|-----------------|
| Director B. Bestwick | City of Nanaimo |
| Director W. Pratt    | City of Nanaimo |

Also in Attendance:

|              |   |
|--------------|---|
| P. Carlyle   | Chief Administrative Officer                            |
| R. Alexander | Gen. Mgr. Regional & Community Utilities                |
| G. Garbutt   | Gen. Mgr. Strategic & Community Development             |
| T. Osborne   | Gen. Mgr. Recreation & Parks                            |
| D. Trudeau   | Gen Mgr. Transportation and Emergency Planning Services |
| J. Harrison  | Director of Corporate Services                          |
| W. Idema     | Director of Finance                                     |
| J. Hill      | Mgr. Administrative Services                            |
| C. Golding   | Recording Secretary                                     |

## **CALL TO ORDER**

The Chief Administrative Officer called the meeting to order.

## **ELECTION OF CHAIR**

The Chief Administrative Officer called for nominations for the position of Chair of the Nanaimo Regional Hospital District Board for the year 2017.

Director Stanhope nominated Director Veenhof.

Director Veenhof accepted nomination.

There being no further nominations, the Chief Administrative Officer declared Director Veenhof as the Chair of the Nanaimo Regional Hospital District Board for the year 2017.

The Chair claimed his seat.

## **ELECTION OF VICE CHAIR**

The Chair called for nominations for the position of Vice Chair of the Nanaimo Regional Hospital District Board for the year 2017.

Director Stanhope nominated Director Thorpe.

Director Thorpe accepted the nomination.

Director Yoachim nominated Director Westbroek.

Director Westbroek declined the nomination.

There being no further nominations, the Chair declared Director Thorpe as the Vice Chair of the Nanaimo Regional Hospital District Board for the year 2017.

## **BOARD MINUTES**

### **Minutes of the Nanaimo Regional Hospital District Board Meeting – December 6, 2016.**

MOVED Director Stanhope, SECONDED Director Lefebvre, that the minutes of the Nanaimo Regional Hospital District Board meeting held December 6, 2016, be adopted.

CARRIED

## **UNFINISHED BUSINESS**

### **Appointment to Regional Hospital District Select Committee.**

### **Regional Hospital District Select Committee Terms of Reference.**

MOVED Director Stanhope, SECONDED Director Lefebvre, that the Regional Hospital District Select Committee Terms of Reference and 2017 Committee members be received for information.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Regional Hospital District Select Committee.**

**Minutes of the Regional Hospital District Select Committee Meeting - February 28, 2017.**

MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Regional Hospital District Select Committee meeting held February 28, 2017, be received for information.

CARRIED

**Island Health 2017/2018 Annual Capital Grant Requests.**

MOVED Director Stanhope, SECONDED Director Houle, that the 2017/2018 request from Island Health for the Nanaimo Regional Hospital District to cost share minor capital projects in the amount of \$1,650,071 be approved.

CARRIED

MOVED Director Lefebvre, SECONDED Director Houle, that the 2017/2018 request from Island Health for the Nanaimo Regional Hospital District to cost share capital equipment in the amount of \$1,793,984 be approved.

CARRIED

MOVED Director Houle, SECONDED Director Lefebvre, that the request from Island Health for the Nanaimo Regional Hospital District to cost share on the minor capital projects started in 2017/2018 and identified as multi-year projects for 2018/2019 and 2019/2020 be approved.

CARRIED

**Nanaimo Regional Hospital District 2017 Revised Budget.**

MOVED Director Thorpe, SECONDED Director McPherson, that "Nanaimo Regional Hospital District 2017 Annual Budget Bylaw No. 163, 2017" be introduced and read three times.

CARRIED

MOVED Director Thorpe, SECONDED Director McPherson, that "Nanaimo Regional Hospital District 2017 Annual Budget Bylaw No. 163, 2017" be adopted.

CARRIED

**Letter to Island Health to Request Information.**

MOVED Director Westbroek, SECONDED Director Lefebvre, that staff write to Island Health requesting information regarding levels of staffing and operational budgets available to support new capital equipment purchases such as the additional MRI planned at Nanaimo Regional General Hospital.

CARRIED

**Communication Processes Between Island Health and Regional Hospital District Communities.**

MOVED Director Colclough, SECONDED Director Stanhope, that staff prepare a report providing information on current communications processes between Island Health, and regional hospital district communities and provide recommendations on best practices that may be applicable to the Nanaimo Regional Hospital District to ensure community needs are being brought forward.

CARRIED

**REPORTS**

**Approval of Signing Authorities for General Banking and Investments.**

MOVED Director Stanhope, SECONDED Director Thorpe, that the signing authorities for the Nanaimo Regional Hospital District general banking services and financial instruments reflect the following officer positions:

|  |                 |
|--|-----------------|
| Chairperson                            | William Veenhof |
| Deputy Chairperson                     | Ian Thorpe      |
| Chief Administrative Officer           | Phyllis Carlyle |
| Director of Finance                    | Wendy Idema     |
| Manager, Accounting Services           | Tiffany Moore   |
| Manager, Capital & Financial Reporting | Manvir Manhas   |

CARRIED

MOVED Director Rogers SECONDED Director McPherson, that the foregoing authorizations extend to accounts in the name of the Nanaimo Regional Hospital District.

CARRIED

**NEW BUSINESS**

**Nanaimo Regional Hospital District Boiler Plant Update.**

MOVED Director Stanhope, SECONDED Director Thorpe, that staff be directed to bring a report and supporting recommendation on Nanaimo Regional General Hospital funding on the boiler plant to this Board.

CARRIED

**ADJOURNMENT**

MOVED Director Stanhope, SECONDED Director McPherson, that this meeting be adjourned.

CARRIED

TIME: 7:08 PM

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CHAIRPERSON

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CORPORATE OFFICER