



PEACE RIVER REGIONAL HOSPITAL DISTRICT

Regional Hospital District Board Meeting Agenda

November 12, 2020, The PRRHD Board meeting will begin immediately following the PRRD Board Meeting
1981 Alaska Avenue, Dawson Creek, BC

	Pages
1. Call to Order	
2. Directors' Notice of New Business	
3. Adoption of Agenda	
4. Gallery Comments or Questions	
5. Adoption of Minutes	
5.1. Regional Hospital District Board Draft Meeting Minutes of August 13, 2020	3
5.2. Special Regional Hospital District Board Draft Meeting Minutes of August 18, 2020	6
6. Business Arising from the Minutes	
7. Delegations	
8. Petitions	
9. Correspondence	
10. Reports	
10.1. Regional Hospital District Board 2020-2021, ADM-RHD-002	8
10.2. Revenue Anticipation Borrowing Resolution No. 80, FN-RHD-005	10
11. Bylaws	
12. Diary	
13. New Business	
14. Consent Calendar	
15. Notice of Motion	
16. Media Questions	

17. Adjournment



AUGUST BOARD MEETING
MINUTES

DATE: August 13, 2020

PLACE: Regional District Office Board Room, Dawson Creek, BC

PRESENT: **Directors**

Chair Sperling, Electoral Area 'C'
Vice-Chair Rose, Electoral Area 'E'
Director Ackerman, City of Fort St. John
Director Bumstead, City of Dawson Creek
Director Courtoreille, District of Chetwynd
Director Fraser, District of Taylor
Director Goodings, Electoral Area 'B'
Director Heiberg, District of Hudson's Hope
Director Hiebert, Electoral Area 'D'
Director Michetti, Village of Pouce Coupe
Director Zabinsky, City of Fort St. John

Absent

Director Bertrand, District of Tumbler Ridge

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Paulo Eichelberger, General Manager of Environmental Services
Trish Morgan, General Manager of Community Services
Crystal Brown, Electoral Area Manager
Trevor Ouellette, IT Manager
Michael Blatz, North Peace Land Use Planner
Brenda Deliman, Recording Secretary

Call to Order The Chair called the meeting to order at 10:00 a.m.

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RHD/20/08/01

MOVED Director Hiebert, SECONDED Director Zabinsky,

That the Regional Hospital District Board adopt the Peace River Regional Hospital District Board agenda for the August 13, 2020 meeting:

1. **Call to Order**
2. **Directors' Notice of New Business**
3. **Adoption of Agenda**
4. **Gallery Comments or Questions**
5. **Adoption of Minutes**
 - 5.1 Regional Hospital District Draft Meeting Minutes of May 28, 2020
6. **Business Arising from the Minutes**
7. **Delegations**
8. **Petitions**
9. **Correspondence**
10. **Reports**
 - 10.1 2019 Peace River Regional Hospital District Financial Statements
11. **Bylaws**
12. **Diary**
13. **New Business**
14. **Consent Calendar** (for consideration and receipt)
15. **Notice of Motion** (for the next meeting):
16. **Media Questions** (on agenda items and business discussed at the meeting)
17. **Adjournment**

CARRIED.

MINUTES:

5.1

ADOPTION OF MINUTES

RHD/20/08/02

MOVED Director Hiebert, SECONDED Director Rose,

That the Regional Hospital District Board adopt the Regional Hospital District Board Meeting Minutes of May 28, 2020.

CARRIED.

REPORTS:

10.1
FN-RHD-003

2019 PEACE RIVER REGIONAL HOSPITAL DISTRICT FINANCIAL STATEMENTS

RHD/20/08/03

MOVED Director Hiebert, SECONDED Director Fraser,
That the Peace River Regional Hospital District Board accept the Draft Peace River Regional Hospital District's 2019 Financial Statements effective August 13, 2020.

CARRIED.

RHD/20/08/04

MOVED Director Hiebert, SECONDED Director Heiberg,
That the Peace River Regional Hospital District Board approve the Draft 2019 Financial Statements effective August 13, 2020 and authorize the Chair and the Chief Financial Officer to sign the Peace River Regional Hospital District's 2019 Financial Statements.

CARRIED.

ADJOURNMENT:

ADJOURNMENT

The Chair adjourned the meeting at 10:07 a.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional Hospital District from a meeting held on August 13, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer



SPECIAL BOARD MEETING
MINUTES

DATE: August 18, 2020

PLACE: Regional District Office Board Room, Dawson Creek, BC

PRESENT: **Directors**

Chair Sperling, Electoral Area 'C'
Vice-Chair Rose, Electoral Area 'E'
Director Ackerman, City of Fort St. John
Director Bumstead, City of Dawson Creek
Director Courtoreille, District of Chetwynd
Director Bertrand, District of Tumbler Ridge
Director Fraser, District of Taylor
Director Goodings, Electoral Area 'B'
Director Heiberg, District of Hudson's Hope
Director Hiebert, Electoral Area 'D'
Director Michetti, Village of Pouce Coupe
Director Zabinsky, City of Fort St. John

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Kelsey Bates, Deputy Corporate Officer
Trevor Ouellette, IT Manager
Kori Elden, Recording Secretary

Call to Order The Chair called the meeting to order at 12:56 p.m.

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

SRHD/20/08/01

MOVED Director Fraser, SECONDED Director Zabinsky,

That the Regional Hospital District Board adopt the Peace River Regional Hospital District Board agenda for the August 18, 2020 Special meeting:

1. **Call to Order**
2. **Adoption of Agenda**
3. **Gallery Comments or Questions**
4. **Delegations**
5. **Reports**
 - 5.1 Notice of Special Closed Hospital Board Session – August 18, 2020
6. **Media Questions** (on agenda items and business discussed at the meeting)
7. **Adjournment**

CARRIED.

REPORTS:

10.1
ADM-BRD-066

NOTICE OF SPECIAL CLOSED HOSPITAL BOARD SESSION

SRHD/20/08/02

MOVED Director Zabinsky, SECONDED Director Heiberg,

That the Regional Hospital Board recess to a Closed Meeting for the purpose of discussing the following items:

- Agenda Item 3.1 – Closed Meeting Minutes (CC Section 97(1)(b))
- Agenda Item 5.1 - Negotiations (CC Section 90(2)(b))

CARRIED.

Recess The Chair recessed the meeting to a Closed Session at 12:58 p.m.

Reconvene The Chair reconvened the meeting at 1:26 p.m.

ADJOURNMENT:

ADJOURNMENT

The Chair adjourned the meeting at 1:26 p.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional Hospital District from a Special meeting held on August 18, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer



REPORT

To: Peace River Regional Hospital District Board

Report Number: ADM-RHD-002

From: Tyra Henderson, Corporate Officer

Date: October 20, 2020

Subject: **Regional Hospital District Board 2020-2021**

RECOMMENDATION: *[Corporate Unweighted]*

That the Peace River Regional Hospital District Board confirm that the Chair and Vice Chair of the Peace River Regional District Board are also the Chair and Vice Chair of the Peace River Regional Hospital District Board for 2020-2021.

BACKGROUND/RATIONALE:

Section 8 of the ***Hospital District Act*** states:

- (1) A regional hospital district board consists of the directors on the board of the regional district that corresponds to the regional hospital district.

Section 17 of the ***Hospital District Act*** states:

- (1) The auditor and the officers and employees of the board of the regional district that corresponds to the regional hospital district board are the auditor and the corresponding officers and employees of the regional hospital district board, and the regional hospital district board may specify their duties.
- (3) Despite subsection (1), the board may elect from its members a person other than the chair of the regional board, as the chair of the board.

Past practice for the Peace River Regional Hospital District Board is to confirm that the persons elected as Chair and Vice Chair of the Peace River Regional District Board are also the Chair and Vice Chair of the Peace River Regional Hospital District Board.

ALTERNATIVE OPTIONS:

1. That the Regional Hospital District Board hold an election for the Chair and Vice Chair of the Peace River Regional Hospital District.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None.

COMMUNICATIONS CONSIDERATION(S):

Following the election and confirmation of the Chair and Vice Chair, any changes will be communicated to stakeholders and the public.

OTHER CONSIDERATION(S):

None.



REPORT

To: Chair and Directors

Report Number: FN-RHD-005

From: Teri Vetter, Chief Financial Officer

Date: October 21, 2020

Subject: Revenue Anticipation Borrowing Resolution No. 80

RECOMMENDATION: [Corporate Weighted]

That WHEREAS pursuant to Section 31 of the *Hospital District Act*, the Hospital Board may by resolution, 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 amount 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 1st, of each year;

AND WHEREAS estimated debt retirement and bank interest charges in the amount of \$1,500,000 must be paid before payment of such revenue is due;

NOW THEREFORE, BE IT RESOLVED that the Board of the Peace River Regional Hospital District borrow pursuant to Section 31 of the *Hospital District Act* a sum not exceeding \$1,500,000 for the purpose of paying the above mentioned debt retirement and bank interest charges.

BACKGROUND/RATIONALE:

Section 31 of the *Hospital District Act* permits the borrowing of funds for the purposes of operating expenditures for the year in anticipation of the receipt of the annual requisition on August 1st. This resolution permits the Regional Hospital District to continue operations until the requisition is received.

Regional Hospital Districts typically receive their requisition money from the Surveyor of Taxes and member municipalities annually on the first business day of August. During the period from January 1st to receiving its requisition, the Regional Hospital District uses surplus funds from the previous year to finance operations. If these funds were to be depleted, the Regional Hospital District would be required to interim borrow for operational needs until receipt of requisition funds. This situation has never occurred for the PRRHD.

ALTERNATIVE OPTIONS:

The Regional Hospital Board may choose not to authorize temporary borrowing and risk not having sufficient funds to repay debt that comes due prior to August 1, 2021.

STRATEGIC PLAN RELEVANCE:

☒ Not applicable

FINANCIAL CONSIDERATION(S):

The PRRHD will be authorized to borrow up to \$1,500,000 with this approval to fund ongoing operations until the tax requisition funds are received in August 2021. If the funds are necessary the PRRHD would incur interest expenses at the rate available at the time. All money so borrowed must be repaid within 9 months of the date of the borrowing as per Section 31 of the *Hospital District Act*.

COMMUNICATIONS CONSIDERATION(S):

If approved, a certified copy of the resolution will be forwarded to the Municipal Finance Authority and the PRRHD's bank for their records. This will provide the Finance Department the authority to undertake the borrowing, if necessary.

OTHER CONSIDERATION(S):

None.