



REGULAR OPEN MEETING MINUTES

The **second** regular meeting of the Board of the West Kootenay-Boundary Regional Hospital District for the year 2024 was held on Wednesday, March 27 at 6:00 p.m. through a hybrid meeting model.

Quorum was maintained for the duration of the meeting.

ELECTED OFFICIALS PRESENT:

Chair S. Hewat	RDCK Village of Kaslo	In-Person
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(RDCK)

Director G. Jackman	Area A	In-Person
Director A. Watson	Area D	
Alternate Director J. Smienk	Area E	In-Person
Director H. Cunningham	Area G	
Director W. Popoff	Area H	
Director A. Davidoff	Area I	
Director H. Hanegraaf	RDCK Area J	
Director T. Weatherhead	Area K	
Director K. Page	City of Nelson	In-Person
Director L. Casley	Village of New Denver	
Director D. Lockwood	Village of Salmo	
Alternate Director J. Lunn	Village of Slocan	

(RDKB)

Director A. Grieve	Area A
Alternate Director B. Edwards	Area B
Director G. McGregor	Area C
Director L. Wiese	Area D
Director S. Gibbs	Area E
Director B. Wenman	Village of Fruitvale
Director E. Baker	City of Grand Forks
Director J. McLean	City of Greenwood
Director J. Weaver	City of Rossland
Director T. Martin	City of Trail
Director F. Marino	Village of Warfield

ELECTED DIRECTORS ABSENT:

Director C. Graham	RDCK Area E
Director T. Newell	RDCK Area F
Director B. Bogle	City of Castlegar
Director E. Buller	Village of Slocan
Director L. Main	Village of Silverton
Director A. McLean-Caux	Village of Naksup
Director L. Worley	RDKB Area B
Director D. Berriault	Village of Montrose
Director J. Willsey	Village of Midway

STAFF PRESENT

Mr. M. Morrison	Deputy Secretary/RDCK Corporate Officer
Ms. H. Smith	Finance Manager
Mr. Y. Malloff	RDCK Corporate Financial Officer
Ms. C. Hopkyns	Meeting Coordinator

INTERIOR HEALTH

Mr. L. DeBest
Mr. T. Mastel

Executive Director, Clinical Operations – Kootenay
Corporate Director, Business Operations

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mc145397f858f54c6c2d8ede5740d65bc>

Join by phone:

+1-604-449-3026 Canada Toll (Vancouver)

Meeting number (access code): 2774 146 9653

Meeting password: PeHmZbRp797 (73469277 from phones)

In-person Location:

RDCK Board Room, 202 Lakeside Drive, Nelson, B.C.

Proceedings are open to the public.

1. CALL TO ORDER & WELCOME

Chair Hewat called the meeting to order at 6:04 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF THE AGENDA

Moved and seconded,
And Resolved:

15/24 That the agenda for the March 27, 2024 Board meeting be adopted as circulated.

Carried

4. ADOPTION OF THE MINUTES

Moved and seconded,
And Resolved:

16/24 That the minutes from the January 24, 2024 Board meeting be adopted as circulated.

Carried

5. DELEGATIONS

INTERIOR HEALTH AUTHORITY

Todd Mastel, Corporate Director, Business Operations
Lannon DeBest, Executive Director, Clinical Operations – Kootenay Boundary

5.1 INTERIOR HEALTH UPDATE REPORT

The report from Todd Mastel, Corporate Director, Business Operations, Financial Services, re: Summary of Minor Equipment Global Grant Items, has been received.

Todd Mastel provided an overview of the 2024/25 under \$100K Equipment Global Grant initial listing and answered the Boards questions.

Todd discussed Item 7.2 West Kootenay Boundary Project Summary. He reviewed three projects previously approved by the Board that are having cost pressures related to HVAC system issues:

1. Air Supply Fan Replacement project at Kootenay Boundary Regional Hospital in Trail;
2. Multi Zone Air Handling Replacement project at Boundary Hospital in Grand Forks;

3. Cooling Chiller Replacement project at Columbia View Lodge in Trail.

Interior Health is working with the architects in the design phase regarding the HVAC issues. Todd will update the Board on these projects at the June Board meeting.

Todd answered the Board's questions.

5.2 CLINICAL OPERATIONS UPDATE

Lannon DeBest provided a verbal update to the Board regarding clinical operations.

1. Kootenay Boundary Regional Hospital - In February, the upgraded service of three tier 3 neonatal beds opened. These beds provide care for neonatal babies, while keeping families in their own community.
2. Integrated Crisis Response Team – This team came from targeted funding from Mental Health and Addiction to a variety of communities that provides 7 days week, just in time response, for people in crisis. The teams are in Trail, Nelson and Grand Forks. Although the program is very new, the results have been promising.
3. Nelson Health Campus – Good progress is being made on the project, with plans to open in early 2025.

Lannon and Todd answered the Boards questions related to the updates.

6. BUSINESS ARISING OUT OF THE MINUTES

6.1 INTERIOR HEALTH CAPITAL FUNDING REQUEST FOR 2024/2025 FISCAL YEAR

The letter from Sylvia Weir, Chief Financial Officer & VP Corporate Services, Interior Health Authority, dated December 11, 2023, was received at the January 24, 2024 Board meeting. The letter is attached for reference during the review of the bylaws.

6.2 Bylaws

(a) BYLAW NO. 408

(Fire Alarm System) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 408

Moved and seconded,
And Resolved:

17/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 408, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

18/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 408, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(b) BYLAW NO. 409

(Building Voltage Regulation) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 409

Moved and seconded,
And Resolved:

19/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 409, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

20/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 409, 2004 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(c) BYLAW NO. 410

(Washroom Renovation) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 410

Moved and seconded,
And Resolved:

21/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 410, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

22/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 410, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(d) BYLAW NO. 411

(Air Handling Unit) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 411

Moved and seconded,
And Resolved:

23/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 411, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

24/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 411, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(e) BYLAW NO. 412

(Kitchen Air Handling Unit Replacement) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 412

Moved and seconded,
And Resolved:

25/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No 412, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

26/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 412, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(f) BYLAW NO. 413

(Packaged Air Handler Replacement) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 413

Moved and seconded,
And Resolved:

27/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 413, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

28/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 413, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(g) BYLAW NO. 414

(Boiler Feedwater Pumps) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 414

Moved and seconded,
And Resolved:

29/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 414, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

30/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 414, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(h) BYLAW NO. 415

(Interior Health - Wide Digital Health) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 415

Moved and seconded,
And Resolved:

31/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 415, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

32/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 415, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(i) BYLAW NO. 416

(Waste and Cardboard Compactor) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 416

Moved and seconded,
And Resolved:

33/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 416, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

34/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 416, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(j) BYLAW NO. 417

(Steam Sterilizer) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 417

Moved and seconded,
And Resolved:

35/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 417, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

36/24 West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 417, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(k) BYLAW NO. 418

(Mammography Breast Imaging Specimen System) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 418

Moved and seconded,

And Resolved:

37/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 418, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,

And Resolved:

38/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 418, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(l) BYLAW NO. 419

(Global Grants under \$100,000) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT CAPITAL EXPENDITURE BYLAW NO. 419

Moved and seconded,

And Resolved:

39/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 419, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,

And Resolved:

40/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 419, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

(m) The Board Memorandum from Stuart Horn, Secretary/Treasurer, presenting Draft 2024 Budget Scenarios and Bylaw 372 Borrowing, has been received.

Heather Smith, Finance Manager, provided an overview to the Board regarding the Draft 2024 Budget, reviewing the three scenarios outlined in the memorandum. Director Lockwood proposed another scenario (D) with a 2% increase. The Board discussion regarding the options and staff answered their questions.

Moved and seconded,

And Resolved:

41/24

That the Board approve WKBRHD budget scenario D with a taxation amount of \$4,923,380 and a contribution to reserve of \$960,091.

Carried

BYLAW NO. 420

(Annual 2024 Budget) WEST KOOTENAY-BOUNDARY REGIONAL HOSPITAL DISTRICT
BUDGET BYLAW NO. 420

Moved and seconded,
And Resolved:

42/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 420, 2024 is hereby read the FIRST, SECOND and THIRD time.

Carried

Moved and seconded,
And Resolved:

43/24

West Kootenay-Boundary Regional Hospital District Capital Expenditure Bylaw No. 420, 2024 is hereby ADOPTED and the Chair and the Secretary are authorized to sign same.

Carried

The Board had a discussion regarding borrowing options. Staff answered questions regarding borrowing under the bylaw 372.

Moved and seconded,
And Resolved:

44/24

That staff be directed to borrow \$9,819,192 under bylaw 372 for Phase 2 of the Kootenay Boundary Hospital Renovations.

Carried

7. NEW BUSINESS

7.1 CORRESPONDENCES

7.1.1 The letter dated December 13, 2023 from Janice Morrison, Mayor City of Nelson, re: Dialysis Service in Nelson, has been received.

7.1.2 The letter dated January 22, 2024 from Andy Leathwood, President Rotary Club of Nelson Daybreak, re: Letter of Support for a Hemodialysis unit at Kootenay Lake District Hospital, has been received.

7.1.3 The letter dated January 24, 2024 from Al Friend, Lions Club re: Nelson Lions Letter of Support for a Hemodialysis unit at Kootenay Lake District Hospital, has been received.

7.1.4 The letter from Ruth O'Byran, IODE Kokanee Chapter Education Officer, re: Letter of Support for a Hemodialysis unit at Kootenay Lake District Hospital, has been received.

7.1.5 The letter dated February 27, 2024 from Mary Gris, Past-President (current Acting President) Nelson Catholic Women's League, re: Letter of Support for a Hemodialysis unit at Kootenay Lake District Hospital, has been received.

7.2 INTERIOR HEALTH AUTHORITY CAPITAL PROJECTS AND PLANNING STATUS REPORT

The Master Summary report for March 2024 has been received from the Interior Health Authority.

7.3 WKBRHD ACCOUNTS PAYABLE SUMMARY

The WKBRHD Accounts Payable Summary report prepared by the RDCK Finance Department for January - February 2024, has been received.

7.4 WKBRHD BOARD MEETING FORMAT

Chair Hewat requested a discussion regarding WKBHRD Board meeting format.

Two options brought forward:

- Virtual only with the Chair in person at the RDCK Board office.
- Hybrid meeting with the in person at the RDCK Board office.

The Board had a discussion regarding meeting format and location. Staff provide background sharing results from the Board survey last year regarding meeting format and location. The Board agreed to keep the hybrid meeting format (in-person or remote attendance). Staff were directed to investigate if the Castlegar & District Community Complex has appropriate hybrid support to hold the future Board meeting.

Moved and seconded,
And Resolved:

45/24 That the WKBRHD Board Meeting Format Item be REFERRED to the June 26, 2024 WKBRHD Board meeting.

Carried

8. QUESTIONS PERIOD FOR PUBLIC & MEDIA

The Chair will call for questions from the public and members of the media at 7:36 p.m.

The media requested a copy of the Bylaw 420 Annual 2024 Budget. Staff will email the budget to her.

9. ADJOURNMENT

Moved and seconded,
And Resolved:

46/24 That the meeting adjourn at 7:37 p.m.

Carried

Originally signed

Suzan Hewat, Chair

Originally signed

Christine Hopkyns, Recording Secretary

