



CENTRAL COAST REGIONAL HOSPITAL DISTRICT

DRAFT REGULAR BOARD MEETING MINUTES

DATE: April 26, 2018

**ATTENTION**

These minutes are draft and subject to amendment. Final Approval and adoption is by resolution at the next scheduled meeting.

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**REGIONAL HOSPITAL DISTRICT BOARD MEETING MINUTES**  
**April 26, 2018**  
**held at the Central Coast Regional District Office, in Bella Coola**

In Attendance:       Electoral Area A                               Director, Frank Johnson \*by phone  
                          Electoral Area B                               Director, Travis Hall \*by phone  
                          Electoral Area C                               Chair, Alison Sayers \*by phone  
                          Electoral Area D                               Alternate Director Gary Brown  
                          Electoral Area E                               Director, Samuel Schooner \*by phone

Excused:               Electoral Area D                               Director Richard Hall

Staff:                   Chief Administrative Officer               Courtney Kirk  
                          Financial Manager                         Donna Mikkelson \*by phone  
                          Recording Secretary                       Destiny Mack

Guests:               PMT Chartered Professional Accountants LLP

**1. Call to Order**

The Chair called the meeting to order at 10:47am.

**2. Adoption of Agenda**

**18-04-01H**    M/S Directors Sayers/Brown that the agenda be adopted as presented.

**CARRIED**

**3. Disclosures of Financial Interest**

The Chair reminded Board Members of the requirements of Sections 100(2)(b) and 101(1)(2) and (3) of the *Community Charter* to disclose any interest during the meeting when the matter is discussed.

Directors did not disclose any financial interests in agenda items.

**4. Disclosures of Interests Affecting Impartiality**

The Chair reminded Board Members that in the interest of good governance, where there is a perceived interest that may affect their impartiality in consideration of a matter, a declaration should be made. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

Directors did not disclose any interests affecting impartiality.

**(A) ADOPTION OF MINUTES**

**(a)**   February 9, 2018

**18-04-02H**    M/S Directors Sayers/Brown that the Regional Hospital District Board Meeting Minutes dated February 9, 2018 be adopted as presented.

**CARRIED**

**(B) FINANCIAL MATTERS**

**(a)** Audit Planning Letter

**18-04-03H** M/S Directors Sayers/Hall that the Audit Planning Letter be received. **CARRIED**

Auditors mentioned that the letter is the standard letter sent before the audit begins.

**Amendments:**

**18-02-04H** M/S Directors Brown/Hall to receive Audit Planning Letter, Financial Statements and Independent Auditors' Report as one. **CARRIED**

**(b)** 2017 Consolidated Financial Statements

The Auditors mentioned that the management's responsibility for financial reporting is the same for CCRHD as it is for the CCRD and did not review management responsibility a second time. The Auditors explained that financial statements are prepared in accordance with Canadian public sector accounting practices. As auditors it is their responsibility to express an opinion on the statements based on the work done during the audit. The auditors declared that they have performed the necessary procedures to gather evidence in CCRHD financial statements, and they feel that they have enough evidence to provide an audit opinion.

The auditors then referred the Board to page 10 and highlighted that in their opinion the financial statements present fairly, and in all material respects, the financial position of the Central Coast Regional Hospital District as of December 31, 2017. The Auditors referred the Board to page 11 and highlighted that the CCRHD had limited financial activity. Overall the numbers are similar to the prior year. The auditors had nothing to draw the Board's attention to. The Auditors declared that they had nothing further to present on the Central Coast Regional Hospital District financial statements.

Chair Johnson and Directors expressed their thanks to the auditors.

**18-02-04H** M/S Directors Sayers/Brown that the Audit Planning Letter, Financial Statements and Independent Auditors report be approved. **CARRIED**

**(C) ADJOURNMENT**

Motion to adjourn M/S Directors Sayers/Hall **CARRIED**

There being no further business, the meeting was adjourned at 11:04am.

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Chair

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Corporate Officer