

Ministry of Health

Assistant Deputy Minister
Emergency Health Services

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Ministère de la Santé

Sous-ministre adjointe
Services de santé d'urgence

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MAR - 2 2020

iApprove-2019-00762 / eApprove-182-2020-13

Mr. Fern Dominelli
Chief Administrative Officer
The Manitoulin-Sudbury District Services Board
Wikwemikong First Nation Ambulance Service
210 Mead Boulevard
Espanola ON P5E 1R9

Dear Mr. ^{Fern}Dominelli:

Re: Ministry Agreement with The Manitoulin-Sudbury District Services Board effective the 4th day of September 2013 (the "Agreement")

This letter is further to the recent letter from the Honourable Christine Elliott, Deputy Premier and Minister of Health, in which she informed your organization that the Ministry of Health (the "ministry") will provide The Manitoulin-Sudbury District Services Board for the Wikwemikong First Nation Ambulance Service up to \$30,104 in additional base funding and up to \$28,704 in one-time funding, for the 2019-20 funding year, as approved by your local field office. This will bring the total maximum funding available under the Agreement for the 2019-20 funding year up to \$2,072,511.

I am, therefore, pleased to provide you with a new Budget that, pursuant to section 4.2 of the Agreement, shall replace the Budget in Schedule "B". All terms and conditions contained in the Agreement remain in full force and effect.

Your grant will be adjusted in your electronic transfer payments.

We appreciate your cooperation with the ministry in managing your funding as effectively as possible. You are expected to adhere to our reporting requirements, particularly for financial reporting, which is expected to be timely and accurate. Based on our monitoring and assessment of your financial reporting, your cash flow may be adjusted appropriately to match actual services provided.

It is also essential that you manage costs within your approved budget.

Please review the attached new Budget carefully. Should you require any further information or clarification, please contact Rajesh Jagwani, Senior Financial Analyst, at 416-327-7827 or by e-mail at Rajesh.Jagwani2@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Alison Blair".

Alison Blair
Assistant Deputy Minister
Emergency Health Services Division

Enclosure

c: Mr. Leslie Gamble, Chair, The Manitoulin-Sudbury District Services Board

2019-20 New Year Approved Budget
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Service Wikwemikong FNAS
Service # 782-6 "2019/2020"
Type of Service Municipal Collective Agreement Info.
Employee Union OPSEU
Effective Date: January 1, 2016
Expiration Date: December 31, 2019

	"2019/2020" Annualized Approved Budget		"2019/2020" Calendarized Approved Budget	
	\$	HOURS	\$	HOURS
<u>COSTS SUMMARY</u>				
1XXX Salaries & Wages	\$1,275,539	47,646	\$1,275,539	47,646
2XXX Employee Benefits	\$457,593		\$457,593	
3XXX Transportation & Communications	\$25,097		\$25,097	
4XXX Services & Rentals	\$119,858		\$119,858	
5XXX Supplies & Equipment	\$54,072		\$54,072	
6XXX Administration Allocation	\$111,648		\$111,648	
Operating Costs	<u>\$2,043,807</u>	<u>47,646</u>	<u>\$2,043,807</u>	<u>47,646</u>
7XXX Other Revenue	\$0		\$0	
Net Operating Costs	<u>\$2,043,807</u>	<u>47,646</u>	<u>\$2,043,807</u>	<u>47,646</u>
One-Time Funding - Ferno Ace Tech AVL			\$22,038	
One-Time Funding - Stryker Stair Chairs			\$6,666	
Total One-Time Funding			<u>\$28,704</u>	
Total Operating & One-Time	<u>\$2,043,807</u>		<u>\$2,072,511</u>	
<u>STATISTICS</u>				
25 Number of Bases	<u>1</u>		<u>1</u>	
26 Vehicles - Staffed Operations	<u>2</u>		<u>2</u>	
27 - Spares	<u>1</u>		<u>1</u>	
28 - Administrative / Other	<u>1</u>		<u>1</u>	
29 Total Vehicles	<u>4</u>		<u>4</u>	
30 Total Kilometers Projected				
31 Call Volume - Codes 1 & 2	<u>0</u>		<u>0</u>	
32 3 & 4	<u>0</u>		<u>0</u>	
33 8	<u>0</u>		<u>0</u>	
34 9 & 0	<u>0</u>		<u>0</u>	
35 Total Projected Call Volume	<u>0</u>		<u>0</u>	
37 Total Comm. EMD/ ACO1/ Paramedics On-Site Hours	<u>0</u>		<u>0</u>	
38 Total Supervisory Staff On-Site Hours	<u>0</u>		<u>0</u>	
42 Number of Full Time Admin.	<u>0.0</u>		<u>0.0</u>	
43 Number of Part Time Admin.	<u>0.0</u>		<u>0.0</u>	
44 Number of Full Time Sup./ACO2	<u>0.0</u>		<u>0.0</u>	
45 Number of Part Time Sup./ACO2	<u>0.0</u>		<u>0.0</u>	
46 Number of Full Time PCP	<u>10.0</u>		<u>10.0</u>	
47 Number of Full Time ACP	<u>0.0</u>		<u>0.0</u>	
48 Number of Part Time PCP	<u>8.0</u>		<u>8.0</u>	
49 Number of Part Time ACP	<u>0.0</u>		<u>0.0</u>	
50 Number of Full Time Communicators EMD/ ACO1	<u>0.0</u>		<u>0.0</u>	
51 Number of Part Time Communicators EMD/ ACO1	<u>0.0</u>		<u>0.0</u>	
52 Total Employees	<u>18.0</u>		<u>18.0</u>	

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		"2019/2020" Annualized Approved Budget		"2019/2020" Calendarized Approved Budget	
11XX	OPERATIONAL - NON SPH (ADMIN)	\$	HOURS	\$	HOURS
1101	Senior Level Management	\$0	0	\$0	0
1102	Coordinators/ Program Dir./Mgmt.	\$111,024	2,342	\$111,024	2,342
1103	Admin/Clerical Support	\$15,657	477	\$15,657	477
1104	Other Administrative Staff	\$0	0	\$0	0
12XX	OPERATIONAL WAGES				
<u>SPH (related to staffing pattern)</u>					
1201	PCP / ACP - Supervisory	\$0	0	\$0	0
1202	PCP / ACP - Full Time	\$837,818	23,411	\$837,818	23,411
1203	PCP / ACP - Part Time	\$2,302	59	\$2,302	59
1204	Other SPH 099	\$0	0	\$0	0
1205	ACO2 - Supervisor	\$0	0	\$0	0
1206	ACO - Full Time	\$0	0	\$0	0
1207	ACO - Part Time	\$0	0	\$0	0
1208	Other SPH 099	\$0	0	\$0	0
1210	Other SPH explain:	\$0	0	\$0	0
<u>NON SPH (non related to staffing pattern hrs.)</u>					
1211	Sick Pay	\$53,399	1,392	\$53,399	1,392
1212	Vacation Payouts	\$68,257	1,639	\$68,257	1,639
1213	Overtime	\$22,249	575	\$22,249	575
1214	Shift Premium	\$14,783	14,102	\$14,783	14,102
1215	Contract Wages	\$0	0	\$0	0
<i>Paid Absences</i>					
1216	Stat. Holiday:	\$89,731	2,160	\$89,731	2,160
1220	Other Paid Absences:	\$0	0	\$0	0
<i>Training</i>					
1221	E.H.S. Approved Training	\$20,715	432	\$20,715	432
1225	Other Training - explain (FO approval)	\$0	0	\$0	0
1999	Other Optional (Non-SPH) Wages (FO Approval)	\$39,604	1,057	\$39,604	1,057
TOTAL Operaton S & W		\$1,275,539	47,646	\$1,275,539	47,646

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2XXX	BENEFITS	"2019/2020"	"2019/2020"
		Annualized Approved Budget	Calendarized Approved Budget
		\$	\$
2001	Canada Pension Plan (CPP)	\$35,907	\$35,907
2002	Employment Insurance (EI)	\$17,202	\$17,202
2003	Company Pension	\$101,867	\$101,867
2004	Employers Health Tax	\$8,604	\$8,604
2005	Group Benefit Plan	\$98,849	\$98,849
2006	Workplace Safety & Insurance Board (WSIB)	\$75,433	\$75,433
2007	WSIB: NEER	\$74,081	\$74,081
2008	WSIB: Other	\$0	\$0
2009	Part Time In Lieu of Benefits	\$22,610	\$22,610
2999	Other Benefits	\$23,040	\$23,040
TOTAL Benefits		\$457,593	\$457,593
3XXX	TRANSPORTATION/COMMUNICATION		
	<i>Telephone</i>		
3001	Telephone - Cellular	\$0	\$0
3002	Telephone - Land / Long Distance	\$3,871	\$3,871
3004	Telephone - Data / I.T. Services	\$1,160	\$1,160
	<i>Mail & Courier</i>		
3006	Mailing / Courier	\$1,000	\$1,000
	<i>Travel</i>		
3008	Travel - Regular Operational (FO Approval)	\$8,750	\$8,750
3011	Travel - Management/Labour (FO Approval)	\$4,184	\$4,184
3999	Other Travel & Comm. Expenses (FO Approval)	\$6,132	\$6,132
TOTAL Transportation & Communications		\$25,097	\$25,097

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<u>4XXX</u>	<u>SERVICES/RENTAL</u>	<u>"2019/2020"</u> <u>Annualized</u> <u>Approved Budget</u> <u>\$</u>	<u>"2019/2020"</u> <u>Calendarized</u> <u>Approved Budget</u> <u>\$</u>
	<i>Vehicle</i>		
4001	Vehicle - Operational expenses / Repairs & Maintenance	\$67,900	\$67,900
4002	Vehicle Insurance	\$0	\$0
	<i>Facility Rental / Lease</i>		
4003	Lease	\$1	\$1
4004	Property Tax	\$0	\$0
4005	Facility Insurance (Building & Content)	\$2,200	\$2,200
4006	Utilities	\$12,232	\$12,232
4007	Building - Maintenance / Leasehold Improvements	\$18,585	\$18,585
	<i>Insurance & Professional Fees</i>		
4008	Malpractice & General Liability Insurance	\$8,400	\$8,400
4009	Professional Audit Fees	\$4,000	\$4,000
4010	Professional Legal Fees (FO Approval)	\$1,500	\$1,500
4011	Professional Fees - Others (FO Approval)	\$400	\$400
	<i>Rental & Repair & Laundry</i>		
4014	Rental/Repair Office Equipment	\$400	\$400
4015	Rental/Repair Communication Equip.	\$0	\$0
4016	Rental/Repair Other Equipment - Explain	\$0	\$0
4017	Laundry - Uniforms/ Linen	\$3,465	\$3,465
4999	Other Expenses - Explain	\$775	\$775
	TOTAL Services & Rentals	\$119,858	\$119,858
<u>5XXX</u>	<u>SUPPLIES & EQUIPMENT</u>	<u>\$</u>	<u>\$</u>
5001	Medical Supplies & Equipment	\$20,502	\$20,502
5002	Drugs	\$3,565	\$3,565
5003	Oxygen	\$9,011	\$9,011
5004	Linen Replacement	\$0	\$0
5005	Computer / Software (FO Approval)	\$3,120	\$3,120
5006	Uniform Replacement/Purchases	\$11,924	\$11,924
5010	Office Supplies & Equipment	\$1,100	\$1,100
5012	Communication Equipment - CACC/ACS	\$0	\$0
5999	Other Supplies & Equipment	\$4,850	\$4,850
	TOTAL Supplies & Equipment	\$54,072	\$54,072

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<u>6XXX</u>	<u>ADMINISTRATION ALLOCATION</u>	"2019/2020" Annualized <u>Approved Budget</u> \$	"2019/2020" Calendarized <u>Approved Budget</u> \$
6001	Financial / Payroll / Payables	\$41,626	\$41,626
6002	Human Resources	\$15,436	\$15,436
6003	Legal	\$0	\$0
6004	I.T. Support	\$33,406	\$33,406
6005	Other	\$21,180	\$21,180
TOTAL Administration Allocation		\$111,648	\$111,648
<u>7XXX</u>	<u>OTHER REVENUE</u>	\$	\$
7001	GST Recoveries	\$0	\$0
7002	Patient Billings Revenue	\$0	\$0
7003	Other Revenue (List)	\$0	\$0
TOTAL Other Revenue		\$0	\$0

This document is a reflection of the approved funding by the Ministry and the legitimate expenditures identified by the service. All these financial reports are subject to further adjustments as a result of EHS review and/or Ministry of Health and Long-Term Care audit.

(Date) (Signature of CAO/CEO)

March 16/2020 Steven Mail
(Date) (Signature of Field/Senior Field Manager)

