

**MUNICIPALITY**



**OF ASSIGINACK**

**REGULAR MEETING OF COUNCIL  
To Be Held in the Council Chambers  
Tuesday, June 4th, 2019 at 7:00 p.m.  
Council's Regular Meeting Agenda**

**For consideration:**

**1. OPENING**

- a) Adoption of Agenda
- b) Disclosure of Pecuniary Interest and General Nature Thereof

**2. ANNOUNCEMENTS**

**3. ADOPTION OF MINUTES**

- a) Regular Council Meeting of May 21, 2019
- b) Regular Meeting of Public Health Sudbury & District Meeting of May 16, 2019

**4. DELEGATIONS**

- a) MICA: Maja Mielonen: Bike Share Program Support

**5. REPORTS**

**6. ACTION REQUIRED ITEMS**

- a) Accounts for Payment: General: \$126,773.54 Payroll: \$ 22,035.60
- b) Potential Grader Purchase Information
- c) Consent Application B07-19 Bouffard/Bender

**7. INFORMATION ITEM**

- a) DSAB 2018 Statements and quarterly Report 2019
- b) Letter from Premier of Ontario

## **8. BY-LAWS**

**a) # 19-07 Consolidated Hirings By-law**

## **9. IN CAMERA**

**b) Personnel Issues**

## **10.ADJOURNMENT**

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**  
**MINUTES OF THE REGULAR COUNCIL MEETING**

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, May 21, 2019 at 7:00 p.m.

**Present:** Mayor Dave Ham  
Councillor Hugh Moggy  
Councillor Dave McDowell  
Councillor Rob Maguire  
Councillor Christianna Jones

**Staff:** Alton Hobbs, CAO, Deputy Clerk  
Deb MacDonald, Treasurer  
Ron Cooper, Public Works Superintendent  
Freda Bond, Tax and Utilities Manager  
Dwayne Elliott, Fire Chief

**Delegations:** Manitoulin 4H Club  
Burke and Alice Pennie  
Brooke Gibeault, Annie Balfe, Brodie Pennie, Andrew  
Cooper, Jack Pennie  
Sylvie Thibault My Momentum Strategies

**OPENING:**

**#117-10-19 C. Jones – R. Maguire**

THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business with a quorum of members present at 7:00 p.m., with Mayor Ham presiding in the Chair.

*CARRIED*

**AGENDA:**

**#118-10-19 R. Maguire - C. Jones**

THAT the agenda for this meeting be accepted as presented.

*CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

None.

**ANNOUNCEMENTS:**

None.

**ADOPTION OF MINUTES:**

**#119-10-19 C. Jones – R. Maguire**

THAT the Minutes of the Regular Council Meeting of May 7, 2019 be accepted.

*CARRIED*

**#120-10-19 R. Maguire – C. Jones**

THAT the Minutes of the Assiginack Public Library Board Meeting of March 25, 2019 be accepted.

*CARRIED*

**#121-10-19 C. Jones – R. Maguire**

THAT the Minutes of the Manitoulin CPAC Meeting of March 13, 2019 be received.

*CARRIED.*

**#122-10-19 R. Maguire – C. Jones**

THAT the Summary of the Economic Development Committee Meeting of May 7, 2019 be accepted.

*CARRIED.*

**DELEGATIONS:**

**#123-10-19 C. Jones – R. Maguire**

THAT we thank the 4H Club Members and Supervisors for attending this meeting and making their presentation to Council.

*CARRIED.*

**#124-10-19 R. Maguire – C. Jones**

THAT we thank Sylvie Thibault of My Momentum Strategies for attending this meeting and presenting a progress report on the RED Program Project.

*CARRIED.*

## **REPORTS:**

*Councillor McDowell reported from the latest CPAC Meeting that the OPP seems to be moving towards dealing with mental health issues in such a way that keeps people out of custody while receiving assistance.*

*Councillor Moggy reported that Centennial Manor has completed its budget and is working on updating its constitution.*

## **ACTION REQUIRED ITEMS:**

### **#124-10-19 D. McDowell – H. Moggy**

THAT Council authorizes the following Accounts for Payment:

General: \$109,152.77

AND THAT the Mayor and administration be authorized to complete cheques #28815 through #28846 as described in the attached cheque register report.

*CARRIED*

### **#125-10-19 H. Moggy – D. McDowell**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$16,955.09

AND THAT the Mayor and administration be authorized to complete cheques #28807 through #28814 as described in the attached cheque register report.

*CARRIED*

### **#127-10-19 H. Moggy - D. McDowell**

THAT Council authorizes the 2019 Municipal Tax Rate to remain at the 2018 level, being 0.016750

AND THAT we give notice to consider the budget and rate by-laws at our meeting of July 2, 2019.

*CARRIED*

**#128-10-19 H. Moggy – D. McDowell**

THAT WHEREAS Council received the following Proposals for the Provision of a comprehensive Municipal Insurance Package:

JTL/MIS KNOX	\$ 45,331.00
BFL/RIVET	\$ 60,639.00
COWAN/CAMBRIAN	\$ 49,337.00

NOW THEREFORE THAT the Proposal of JTL/MIS KNOX be accepted as presented.

*CARRIED*

**#129-10-19 D. McDowell – H. Moggy**

THAT we advertise an Administrative Assistant Office position on a six month contract basis.

*CARRIED*

**#130-10-19 H. Moggy – D. McDowell**

THAT we inform Hydro One that we have no objection to the burial of hydro cable along the shoreline of Eastview Lane, subject to Hydro One receiving confirmation that there are no First Nations objections.

*CARRIED.*

**INFORMATION ITEMS:**

**#131-10-19 D. McDowell – H. Moggy**

THAT we acknowledge receipt of the following correspondence items:

- a) New North Fisheries Update
- b) Manitoulin Sea Cadet Corp: Annual Review
- c) DFO Water Sampling Program
- d) DSAB: MOHLTC Correspondence

*CARRIED*

**BY-LAWS:**

None

**CLOSED SESSION:**

**#132-10-19 D. McDowell – H. Moggy**

THAT in accordance with By-law # 02-02 as amended and Section 239 of the Municipal Act as amended, Council proceed to a Closed Session (in camera) at 7:30 pm in order to attend to a matter pertaining to:

- a) Personal Matters about an Identifiable Individual, including municipal or local board employees.

*CARRIED*

**#133-10-19 H. Moggy – D. McDowell**

THAT we adjourn from our closed session at 7:40 pm, accept the Minutes of the Closed Session of May 7, 2019 and resume our Regular Meeting.

*CARRIED*

*Council had a debate regarding a Clean Up week that extender landfill hours compared to one in which municipal staff picked up items. There was considerable discussion regarding the parameters of a pick up and Staff was instructed to come up with a proposal for consideration.*

*Council members also discussed incidents where youth have been found on the Norisle and whether or not a work project could be developed to put these youth to work as volunteers. No final decision was made.*

**CLOSING:**

**#134-10-19 H. Moggy – D. McDowell**

THAT we adjourn until the next regular meeting or call of the Chair.

*CARRIED*

\_\_\_\_\_  
David Ham, MAYOR

\_\_\_\_\_  
Alton Hobbs, CAO/DEPUTY CLERK

8:05 p.m.

These Minutes have been circulated but are not considered Official until approved by Council.





RECEIVED  
MAY 30 2019

**UNAPPROVED MINUTES – THIRD MEETING**  
**BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS**  
**PUBLIC HEALTH SUDBURY & DISTRICTS, BOARDROOM, SECOND FLOOR**  
**THURSDAY, MAY 16, 2019 – 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Janet Bradley  
James Crispo  
Randy Hazlett  
Jeffery Huska  
Robert Kirwan

René Lapierre  
Glenda Massicotte  
Paul Myre  
Ken Noland  
Rita Pilon

Mark Signoretti  
Nicole Sykes  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Bill Leduc

**STAFF MEMBERS PRESENT**

Stacey Laforest  
Rachel Quesnel

France Quirion  
Dr. Penny Sutcliffe

Renée St. Onge  
Dr. Ariella Zbar

**MEDIA PRESENT**

Media

**R. LAPIERRE PRESIDING**

**1. CALL TO ORDER**

The meeting was called to order at 1:30 p.m.

**2. ROLL CALL**

**3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST**

There were no declarations of conflict of interest.

**4. DELEGATION/PRESENTATION**

**i) North East Public Health Transformation**

– Dr. Penny Sutcliffe, Medical Officer of Health and Chief Executive Officer

Dr. Sutcliffe provided a brief historical context for the recently announced changes to public health in Ontario. The funding history for Public Health Sudbury & Districts'

cost-shared and 100% funded programs from 2001 to 2019 have reflected the investment decisions and provincial policy over this time.

Key provincial announcements regarding the public health sector, as shared at the last Board meeting, were recapped with additional updates which have been shared verbally to date by the Ministry of Health and Long-Term Care (MOHLTC):

- municipal-provincial cost-sharing effective April 1, 2019 will be 70:30 for Public Health Sudbury & Districts (also applies to most of the current 100% provincially-funded programs)
  - Estimated loss of \$1.2M annually for Public Health Sudbury & Districts compared with 2018
- mitigation funds will be available for 2019/20
- the North East (NE) region is 1 of 10 regional public health entities
  - In addition to the current five NE Boards (Public Health Sudbury & Districts, Algoma, Porcupine, North Bay Parry Sound, and Timiskaming) it is proposed, pending consultation, that the NE region would include the northern part of Renfrew (Algonquin Park) and Muskoka

The MOHLTC will be undertaking a consultation process that will include the Association of Municipalities of Ontario, public health working groups (not yet established), Association of Local Public Health Agencies as well as informal consultation. Government will be drafting legislation to establish the ten new regional public health entities with expectation that it be introduced in the fall and finalized by April 1, 2020.

Dr. Sutcliffe shared local and comparative demographic data as well as socioeconomic rates for each of the five boards of health in the North East showing many similarities and some differences.

The work to date between the five NE public health units on the North East Public Health Transformation Initiative, which started in November 2017 as the NE Collaboration Project, was summarized and has been reoriented to address the current context. The work has been supported financially by the MOHLTC through one-time funds. The vision, goals, and values were reviewed as well as a committee structure that has been put in place through a Steering Committee.

PHSD's engagement was highlighted noting that the regular work of public health is ongoing. Although there are many future unknowns, it was concluded that investing time and resources now means getting it right tomorrow for the people and communities who depend on us.

Questions were entertained: Although we do not know the financial impact for other NE public health units, we understand from the MOHTLC that the \$200 million savings will be achieved by 2021/22 through the change in the funding formula and anticipated efficiencies through regionalization. It was pointed out that the NE Business Administrators will be comparing financial numbers and come to a common understanding of assumptions.

The proactive and strategic nature of the NE work was recognized and the leadership of Dr. Sutcliffe and team was noted.

## **5. CONSENT AGENDA**

- i) Minutes of Previous Meeting**
  - a. Second Meeting – April 18, 2019**
- ii) Business Arising From Minutes**
- iii) Report of Standing Committees**
  - a. Board of Health Executive Committee Meeting Notes dated April 16, 2019**
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
  - a. MOH/CEO Report, May 2019**
- v) Correspondence**
  - a. Bill S-228, Child Health Protection Act**
    - Letter from the Board of Health, Public Health Sudbury & Districts, to all of the Ontario Senators dated April 10, 2019
  - b. Endorsement of the Ontario Dietitians in Public Health Letter on Bill 60**
    - Letter from the Board of Health, Haliburton, Kawartha, Pine Ridge District Health Unit, to the Premier of Ontario dated April 18, 2019
    - Letter from the Board of Health, Kingston, Frontenac and Lennox & Addington Public Health, to the Minister of Children, Community and Social Services dated April 25, 2019
    - Letters from the Board of Health, Grey Bruce Health Unit, to the Premier of Ontario, Deputy Premier and Minister of Health and Long-Term Care, and the Minister of Children, Community and Social Services dated May 6, 2019
  - c. Modernization of Alcohol in Retail Stores**
    - Letter from the Board of Health, Simcoe Muskoka District Health Unit, to the Deputy Premier and Minister of Health and Long-Term Care dated April 17, 2019
    - Letter from the Board of Health, Kingston, Frontenac and Lennox & Addington Public Health, to the Premier of Ontario dated April 25, 2019
    - Letter from the Board of Health, Peterborough Public Health, to the Premier of Ontario dated May 1, 2019

- d. Endorsement of the Children Count Task Force Recommendations
  - Letter from the Board of Health, Kingston, Frontenac and Lennox & Addington Public Health, to the Premier of Ontario dated April 25, 2019
- e. 2019 Ontario Budget and Modernizing Public Health
  - Resolution from the Thunder Bay District Health Unit dated April 17, 2019
  - Letter from the Board of Health, Perth District Health Unit, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated April 18, 2019
  - Letter from the Board of Health Chair, Haliburton, Kawartha, Pine Ridge District Health Unit to the Premier of Ontario and the Minister of Health and Long-Term Care dated April 24, 2019
  - Letter from the Board of Health, Leeds, Grenville & Lanark District Health Unit, to the Minister of Health and Long-Term Care and the Minister of Municipal Affairs and Housing dated April 23, 2019
  - Position Statement from alPHA, to the Ontario Medical Officers of Health, Board of Health Members and Senior Managers dated April 24, 2019
  - Letter from the Board of Health, Renfrew County and District Health Unit, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated April 29, 2019
  - Letter from the Mayor, Municipality of Tweed and the Medical Officer of Health and CEO, Hastings Prince Edward Public Health, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated May 1, 2019
  - Letter from the alPHA President, to the Minister of Health and Long-Term Care dated May 3, 2019
- f. Managed Opioid Programs
  - Letter from the Board of Health, Peterborough Public Health, to the Minister of Health and Long-Term Care dated May 3, 2019
- g. Thank You Letter
  - Letter from the Board Chair, Collège Boréal, to Dr. Sutcliffe dated March 21, 2019
- h. Provincial Oral Health Program for Low Income Adults and Seniors
  - Letter from the Nairn and Hyman Council to the Premier of Ontario dated March 25, 2019, supporting the Board of Health for Sudbury & Districts Public Health's [motion 42-18](#)
- i. alPHA's Public Health Resource Paper: Improving and Maintaining the Health of the People
  - Letter from the Board of Health, Grey Bruce Health Unit, to the Minister of Health and Long-Term Care and Deputy Premier dated May 6, 2019

**vi) Items of Information**

- a. alPHa Information Break April 24, 2019
- b. MOHLTC News Release *Ontario Seniors Receive More Support with Publicly Funded Oral Care* April 23, 2019

**13-19 APPROVAL OF CONSENT AGENDA**

***MOVED BY THAIN – HUSKA: THAT the Board of Health approve the consent agenda as distributed.***

**CARRIED**

**6. NEW BUSINESS**

**i) Organizational Risk Management**

- Briefing Note from the Medical Officer of Health to the Board Chair dated May 9, 2019
- Annual Organizational Risk Management Report, 2018
- Organizational Risks, January - December, 2019
- Risk Management Engagement Snapshot

The Board received the 2018 Organizational Risk Management Report, which includes data collected for all four reporting quarters in 2018 and reflects the risks as identified and approved by the Board of Health in 2016.

As for the 2019 organizational risks, Dr. Sutcliffe noted that the senior management review and update of these was completed prior to the provincial announcement on April 11. These will be reassessed in the fall when the Board undertakes its full review of risks, unless circumstances require that emerging risks be managed more urgently.

A risk management engagement snapshot depicts next steps and process for the engagement, development and launch of the next iteration of our Risk Management Plan (2020 – 2023), and includes a Board of Health workshop in the fall 2019. The upcoming workshop is part of the process in which the Board reviews organizational risks every three years.

There were no questions or comments. The Board Chair highlighted that the organizational risk management report is an important Board duty as part of its governance role. The updates on status are critical for the Board to ensure oversight of this function.

**ii) 2018 Audited Financial Statements**

- Public Health Sudbury & Districts Audited Financial Statements for 2018

C. Thain, Chair of the Board of Health Finance Standing Committee, report that the Finance Standing Committee met on May 3, 2019, and reviewed the 2018 draft audited financial statements. The minutes are included in today's addendum package.

Paul Pidutti from KPMG joined the Finance Standing Committee meeting via teleconference to review the audit processes and present the auditors findings report. Public Health Sudbury & Districts finished the year in a good position. Compared with the previous year, the PHSD received an unexpected 3% increase in the Provincial Grant to support the implementation of the new Ontario Public Health Standards. Care was taken by management to balance program and fiscal constraints.

Based on the auditor's report, the financial statements present fairly, in all material respects, the financial position of Public Health Sudbury & Districts as of December 31, 2018. The auditors note that they did not identify any material misstatements, illegal acts or fraud and no internal control issues. As such, the auditors propose to issue an unqualified report on the financial statements subject to the approval today of the draft statements. The financial statements for 2018 are presented, with the Board Finance Standing Committee's recommendation, for approval of the 2018 audited financial statements.

The MOH was thanked for her leadership as well as F. Quirion and team for their work with the auditors and on the audit.

#### **14-19 ADOPTION OF THE 2018 AUDITED FINANCIAL STATEMENTS**

***MOVED BY HUSKA – THAIN: WHEREAS at its May 3, 2019, meeting, the Board of Health Finance Standing Committee reviewed the 2018 audited financial statements and recommended them to the Board for the Board's approval;***

***THEREFORE BE IT RESOLVED THAT the 2018 audited financial statements be approved as distributed.***

**CARRIED**

#### **iii) 2018-2022 Accountability Monitoring Plan**

– Public Health Sudbury & Districts Strategic Priorities Narrative Report, May 2019

N. Sykes introduced the Spring edition of the Public Health Sudbury & Districts 2018 – 2022 Accountability Monitoring Plan Strategic Priorities: Narrative Report. She, along with board members, J. Crispo, and C. Thain, as well as Dr. Sutcliffe and staff, participate in the Joint Board of Health/ Staff Accountability Working Group. The Working Group reviews the draft reports before it is presented to the Board, twice yearly.

The spring narrative report presents four stories about programs or services that paint a picture of each of our strategic plan priorities in action. They provide examples of how our strategic priorities are integrated into staff members' daily work and brings the stories to life. A variety of stories cover work across the organization and represent various scopes of service. It was noted that the PHSD poverty challenge video will be profiled through social media, including our website, and promoted through the Tamarack Institute. The next Strategic Priority Narratives Report will come to the Board in the fall.

**iv) Public Mental Health**

**– Position Statement: Adopting a Parity of Esteem Approach**

Further to the Public Mental Health presentation at the April 16, 2019, Board of Health meeting, that described Public Health Sudbury & Districts' Public Mental Health framework, the Board's endorsement is being sought regarding the proposed *Public Mental Health - Parity of Esteem Position Statement*. The position statement aligns with the framework and concept of parity of esteem, which is defined as equally valuing mental and physical health.

**15-19 PUBLIC MENTAL HEALTH – PARITY OF ESTEEM POSITION STATEMENT**

***MOVED BY KIRWAN – NOLAND: WHEREAS the Board of Health for Public Health Sudbury & Districts recognizes that there is no health without mental health; and***

***WHEREAS Public Health Sudbury & Districts intentionally adopts the term, public mental health, to redress the widespread misunderstanding that public health means public physical health***

***THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts endorse the Public Mental Health - Parity of Esteem Position Statement, May 16, 2019; and***

***FURTHER THAT copies of this motion and position statement be forwarded to local and provincial partners including all Ontario boards of health, Chief Medical Officer of Health, local MPPs, Ontario Public Health Association (OPHA), Association of Local Public Health Agencies (alPHA), local municipalities and Federation of Northern Ontario Municipalities (FONOM).***

**CARRIED**

**7. ADDENDUM**

**16-19 ADDENDUM**

***MOVED BY NOLAND – KIRWAN: THAT this Board of Health deals with the items on the Addendum.***

**CARRIED**

There were no declarations of conflict of interest.

**i) Report of Standing Committees**

– Board of Health Finance Standing Committee Unapproved Minutes, May 3, 2019  
Shared for information.

**ii) Modernizing Ontario's Public Health System / North East Public Health Transformation**

- Email from the Association of Local Public Health Agencies (alPHA) dated May 7, 2019

Recent correspondence from alPHA as it relates to their advocacy on behalf of member public health units are summarized and linked in the email.

- Letter and resolution from Simcoe Muskoka District Health Unit Board of Health to the Deputy Premier and Minister of Health and Long-Term Care dated May 15, 2019

The Board of Health for Simcoe Muskoka passed a motion recommending that the current full territory of SMDHU remain intact and join with York Region to form a new regional public health entity. Their letter is attached for information. The Simcoe Muskoka District Health Unit MOH has invited all NE MOHs to consider proposing a supportive motion.

It was noted that there were significant challenges following the dissolution of the Muskoka Parry Sound Board of Health in 2005 and creation of North Bay Parry Sound District Health Unit and Simcoe Muskoka District Health Unit. Much time and money has been invested in these changes.

In addition to the administrative implications, the Board discussed the local and regional population/service needs in relation to the North East. Dr. Sutcliffe noted that PHSD has also compared health status and demographic differences. It was pointed out the motion does not speak to the proposal to also include the northern part of Renfrew.



**17-19 NORTH EAST PUBLIC HEALTH REGIONAL BOUNDARIES – MODERNIZATION OF THE ONTARIO PUBLIC HEALTH SYSTEM**

***MOVED BY NOLAND – CRISPO: WHEREAS the Health Protection and Promotion Act amendment effective April 1, 2005, enabled the merger of the Muskoka-Parry Sound Health Unit with the Simcoe County District Health Unit and with the North Bay & District Health Unit; and***

***WHEREAS North Bay Parry Sound District Health Unit and Simcoe Muskoka District Health Unit (SMDHU) have invested greatly since that time to successfully transition to their respective new agencies; and***

***WHEREAS the new public health entity for northeastern Ontario is proposed to include the existing public health units in the region (Algoma Public Health, Public Health Sudbury & Districts, Porcupine Health Unit, North Bay Parry Sound District Health Unit, Timiskaming Health Unit) along with Muskoka District and a part of Renfrew; and***

***WHEREAS the northeast public health entity is the only one of ten proposed regional entities that would not respect existing health unit boundaries and would require the costly dissolution of existing health units; and***

***WHEREAS the demographics, socioeconomic status, health status, and important health care referral patterns of the Muskoka District are all distinct from those of the northeast; and***

***WHEREAS the proposed northeast public health entity is a massive area (402,489 km<sup>2</sup>) with significant administrative and geographic complexities, for which the incorporation of an additional distinct area would tax the region's ability to respond appropriately to diverse public health needs; and***

***WHEREAS the Board of Health for SMDHU having expressed similar observations, is requesting the support of northeast boards of health for their position that SMDHU remain intact as they transition to a new regional entity;***

***THEREFORE be it resolved that the Board of Health for Public Health Sudbury & Districts endorse the position of the Board of Health for SMDHU that the organization of their public health services remains intact as they transition to the new regional public health entity.***

**CARRIED**

**IN CAMERA**

**18-19 IN CAMERA**

***MOVED BY HAZLETT – MASSICOTTE: THAT this Board of Health goes in camera to deal with personal matters involving one or more identifiable individuals, including employees or prospective employees. Time: 2:44 p.m.***

**CARRIED**

**RISE AND REPORT**

**19-19 RISE AND REPORT**

***MOVED BY PILON – MASSICOTTE: THAT this Board of Health rises and reports. Time: 3:29 p.m.***

**CARRIED**

It was reported that one agenda item relating to one *personal matter involving one or more identifiable individuals, including employees or prospective employees* was discussed and one motion emanated:

**20-19 APPROVAL OF MEETING NOTES**

***MOVED BY PILON – MASSICOTTE: THAT this Board of Health approve the meeting notes of the February 19, 2019, Board in camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.***

**CARRIED**

**8. ANNOUNCEMENTS / ENQUIRIES**

- Board members are reminded that they need to complete the mandatory annual Baby Friendly Initiative BFI and emergency preparedness training requirements.
- The date of the next Board of Health meeting is June 20, 2019, at 1:30 p.m.
- Board members are invited to complete the evaluation for today's Board meeting.

**9. ADJOURNMENT**

**21-19 ADJOURNMENT**

***MOVED BY HAZLETT – MASSICOTTE: THAT we do now adjourn. Time: 3:32 p.m.***

**CARRIED**

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(Chair)

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(Secretary)

## Alton Hobbs

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**From:** majasilk@amtelecom.net  
**Sent:** May 9, 2019 11:58 AM  
**To:** Alton Hobbs  
**Subject:** Bike Share, delegation for June 4  
**Attachments:** Frequently asked questions.docx; Manitowaning letter of agreement.docx; Bike share photo.JPG; Bike Share support.docx

and the supporting doc sorry

Hi Alton,

MICA is exploring an OTF grant for 7 BIKE SHARE docking stations on Manitoulin and one will hopefully be in Manitowaning perhaps best right near your municipal building.

We would like to send a delegation to your June 4th meeting and ask for a motion of agreement in principal as needed for the grant. Grant deadline June 12.

Please find all documents for Council attached.

Our presentation will be very short no PowerPoint and the reason we would like to be there in person is to answer the many questions that may arise.

Please confirm June 4th, 7pm.

thank you

Maja Mielonen

PS. May I ask, did council ever pass a Dollar support from our last presentation?

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Total Control Panel

[Login](#)

To: [ahobbs@assignack.ca](mailto:ahobbs@assignack.ca)

[Remove](#) this sender from my allow list

From: majasilk@amtelecom.net

*You received this message because the sender is on your allow list.*

Dear Municipalities,

9 May 2019

Re: Bike Share Docking Stations for: Manitowaning  
Tehkummah, Gore Bay, Kagawong, Little Current, Mindemoya and Providence Bay.

Together, in 2018, we erected 8 Trailheads and 60 information signs outlining over 800 km in bike routes all over Manitoulin. The Globe and Mail article of March 2<sup>nd</sup>, 2019, listed Manitoulin as one of the five best Cycling Destinations in Canada. We wish to thank you for your ongoing vision and support.

MICA is very excited to tell you about our goal for 2020. We are in the process of exploring grant funding to provide the above-mentioned Communities with Bike Share Docking Stations. Each docking station can hold up to 10 bicycles – potentially including both electric and regular bikes. Residents, students, boaters and tourists will be able to rent bikes to explore your community, reach other areas, or just enjoy a ride. A great economic development opportunity for all and a healthy individual transit option.

The need for a Bike Share has been identified twice in NEMI's strategic plan, as well as in Gore Bay. These two communities have agreed to support a bike share program and the Owen Sound Transportation Company, OSTC, has agreed to assist in promoting it. OSTC will be able to attract additional walk-on customers to stay on Manitoulin and explore it from South Baymouth by bike. Gore Bay and Little Current are very pleased to serve their boaters needs to explore the stores and galleries by bike, too far away to reach on foot. MICA will be able to positively answer the many bike rental questions received annually. Our students may choose to reach jobs in other towns by bike and people can rediscover what it means to feel the freedom that a bike provides.

We would like to ask for your collaboration in our Bike Share project by allowing us the use of land for a minimum of 5 years (grant stipulation) to install a docking station near a Municipal building for easy access to existing hydro and Ethernet connections (should we need it\*). This way the e-bikes could be recharge and the Ethernet connection, to an existing phone line, will cover the needed credit card component of the docking station without incurring prohibitive monthly billing costs. The initial connecting cost to Hydro and Ethernet will be covered by the grant. MICA will annually reimburse each Municipality the minimal increase in seasonal hydro usage from user fees. We've been assured the additional Ethernet connection will not incur any additional cost to your Municipality.

MICA will be the lead in this application: we will look after the insurance; the maintenance of the bikes; and the general logistics of shuttling bikes to docking stations.

However, letters of support are needed for our grant application. Due to the time sensitive grant deadline, we're providing you with a template for you to complete and return to us as soon as possible.

MICA would like to thank you for your forward-thinking support in helping us create economic development opportunities by connecting our communities with innovative micro-mobility. The Bike Share Program will offer our residents, our young summer workforce, our boaters and all our summer visitors, a wonderful new way to experience Manitoulin.

Sincerely

Maja Mielonen  
MICA President

\*only mixed stations for electric assist and regular bikes will need hydro and Ethernet connections.

**Frequently asked questions:**

**What is a bike share station? It is a dock where one can rent a bike with a credit card for a fee.**

**What is a bike assist e-bike? It is a bicycle that has a battery to assist you with extra power to speeds up to 35km when you pedal fast, making going up a hill or longer distances much easier.**

**What will the cost be for our Municipality? All installation costs are covered by the Grant.**

**Who is responsible for the docking station and bikes after installation? MICA**

**Who pays the insurance? MICA**

**Who replaces bikes as they get older: MICA**

**Why do you need to connect to an existing computer hookup: This will cost nothing for the Municipality as the connection will be part of the existing infrastructure and the installation cost will be covered by MICA's grant. This will make it possible that MICA can avoid monthly bills for 7 individual hydro hookups**

**Why do you want to connect to existing hydro: This will be much more cost effective than a separate account for each of the 7 stations with hydro. Avoiding service and delivery payments & incurring only hydro costs consumed by the docking stations.**

**Why should we pay for the hydro: MICA will annually reimburse each Municipality with what Hydro the docking stations will consume in the 6 month they are in use.**

**What are the benefits to our Municipality: Offering a brand new service to explore your Municipality for all.**



**(Town / Municipality of \_\_\_\_\_ )**

**motion #**

**agrees in principal with the Manitoulin Island Cycling Advocates (MICA) effort to provide a Bike Share Docking Station in [*name of town(s)*] with a mix of electric and or regular bikes and hereby assure the Funder that we will provide space for a minimum of 5 years for the docking station, as well as allow hydro and ethernet phone line hook-ups to the docking station.**

**(Town / Municipality of \_\_\_\_\_ )**



The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

**Ranges:** **From:** **To:** **From:** **To:**  
Vendor ID First Last Chequebook ID First Last  
Vendor Name First Last Cheque Number 0028858 0028882  
Cheque Date First Last  
**Sorted By:** Cheque Number  
Distribution Types Included: All

ChqNo:	0028858	Date:	27/05/2019	Vendor:	EASTLINK	Amount:	\$110.64
InvNo:	MAY 10 2019 PW	InvDesc:	pw-dsl	InvAmt:	\$55.32		
InvNo:	MAY 10 2019 MARINA	InvDesc:	marina-dsl	InvAmt:	\$55.32		
ChqNo:	0028859	Date:	27/05/2019	Vendor:	ENCOMPASSIT.CA	Amount:	\$282.50
InvNo:	IN-05305REP	InvDesc:	replace chq#27918 staledated	InvAmt:	\$282.50		
ChqNo:	0028860	Date:	27/05/2019	Vendor:	EXP SERVICES INC.	Amount:	\$779.70
InvNo:	493412	InvDesc:	landfill-prep/submitt datacall	InvAmt:	\$779.70		
ChqNo:	0028861	Date:	27/05/2019	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$3,142.84
InvNo:	MAY 15 2019 PO/BNK	InvDesc:	po/bank	InvAmt:	\$226.91		
InvNo:	MAY 21 2019 TENNIS	InvDesc:	tennis courts	InvAmt:	\$30.91		
InvNo:	MAY 21 2019 SS WTP	InvDesc:	ss wtp	InvAmt:	\$865.56		
InvNo:	MAY 21 2019 SHOWERS	InvDesc:	marina shower house	InvAmt:	\$30.91		
InvNo:	MAY 21 2019 INFO BTH	InvDesc:	info booth	InvAmt:	\$31.15		
InvNo:	MAY 21 2019 ARENA	InvDesc:	arena	InvAmt:	\$590.15		
InvNo:	MAY 21 2019 LIBRARY	InvDesc:	library	InvAmt:	\$434.56		
InvNo:	MAY 21 2019 DOCKS	InvDesc:	marina docks	InvAmt:	\$53.74		
InvNo:	MAY 21 2019 PO/BNK	InvDesc:	po/bank	InvAmt:	\$390.29		
InvNo:	MAY 21 2019 LITES	InvDesc:	street lites	InvAmt:	\$488.66		
ChqNo:	0028862	Date:	27/05/2019	Vendor:	JACKIE WHITE	Amount:	\$214.65
InvNo:	66452938	InvDesc:	trade fair supplies reimburse	InvAmt:	\$101.67		
InvNo:	MAY 17 2019	InvDesc:	trade fair expense reimb	InvAmt:	\$112.98		
ChqNo:	0028863	Date:	27/05/2019	Vendor:	KYLE BOND	Amount:	\$43.16
InvNo:	MAY 23 2019	InvDesc:	maint.supt mileage	InvAmt:	\$43.16		
ChqNo:	0028864	Date:	27/05/2019	Vendor:	LIFESAVING SOCIETY	Amount:	\$246.00
InvNo:	S027585	InvDesc:	2019 aff.fee/swim prog.fee	InvAmt:	\$246.00		
ChqNo:	0028865	Date:	27/05/2019	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$147.35
InvNo:	0155891	InvDesc:	pec-supplies quilt class	InvAmt:	\$11.29		
InvNo:	0157149	InvDesc:	trade fair expenses	InvAmt:	\$12.74		
InvNo:	0157047	InvDesc:	trade fair expenses	InvAmt:	\$86.04		
InvNo:	0157256	InvDesc:	office-kettle	InvAmt:	\$37.28		
ChqNo:	0028866	Date:	27/05/2019	Vendor:	MANITOULIN-SUDBURY DISTRICT SOCIAL SERVIC	Amount:	\$30,739.42

**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

InvNo: INV000016606      InvDesc: may amb/social assist      InvAmt: \$30,739.42

ChqNo:	0028867	Date:	27/05/2019	Vendor:	MANITOULIN CENTENNIAL MANOR	Amount:	\$10,390.39
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InvNo: 2019 2ND QTR      InvDesc: 2019 2nd qtr requisition      InvAmt: \$10,390.39

ChqNo:	0028868	Date:	27/05/2019	Vendor:	MANITOWANING PHARMACY	Amount:	\$9.03
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InvNo: 474201      InvDesc: admin-card      InvAmt: \$9.03

ChqNo:	0028869	Date:	27/05/2019	Vendor:	MANITOWANING FRESHMART	Amount:	\$16.07
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InvNo: 00483705      InvDesc: admin-misc supplies      InvAmt: \$13.48

InvNo: 00484508      InvDesc: admin-cream      InvAmt: \$2.59

ChqNo:	0028870	Date:	27/05/2019	Vendor:	MINISTER OF FINANCE	Amount:	\$22,754.00
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InvNo: 12230519140701      InvDesc: april policing      InvAmt: \$22,754.00

ChqNo:	0028871	Date:	27/05/2019	Vendor:	NEW NORTH FUELS INC	Amount:	\$1,546.14
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InvNo: 503050      InvDesc: pw-diesel      InvAmt: \$837.71

InvNo: 503595      InvDesc: pw-dyed diesel      InvAmt: \$708.43

ChqNo:	0028872	Date:	27/05/2019	Vendor:	ONTARIO CLEAN WATER AGENCY	Amount:	\$19,406.30
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InvNo: INV000113070      InvDesc: lagoon-replace flow meter      InvAmt: \$7,369.98

InvNo: INV000113069      InvDesc: april add'l services-ss/mtg      InvAmt: \$12,036.32

ChqNo:	0028873	Date:	27/05/2019	Vendor:	PUROLATOR COURIER	Amount:	\$107.90
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InvNo: 441368618      InvDesc: freight      InvAmt: \$107.90

ChqNo:	0028874	Date:	27/05/2019	Vendor:	RICK ARMSTRONG	Amount:	\$286.21
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InvNo: MAY 27 2019      InvDesc: bldg insp mileage/      InvAmt: \$286.21

ChqNo:	0028875	Date:	27/05/2019	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$2,810.00
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InvNo: RC020034484      InvDesc: june sdhu levy      InvAmt: \$2,810.00

ChqNo:	0028876	Date:	27/05/2019	Vendor:	TOM HUGHSON	Amount:	\$125.00
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InvNo: MAY 19 2019      InvDesc: livestock call (1) may1 9      InvAmt: \$125.00

ChqNo:	0028877	Date:	27/05/2019	Vendor:	SHEILA MADAHBEE K.	Amount:	\$500.00
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InvNo: 002      InvDesc: pec-archery      InvAmt: \$500.00

ChqNo:	0028878	Date:	27/05/2019	Vendor:	SIMALAM	Amount:	\$423.75
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InvNo: 1210      InvDesc: website maint.plan      InvAmt: \$423.75

ChqNo:	0028879	Date:	27/05/2019	Vendor:	SMITH'S COVE VOLUNTEER FIRE DEPT	Amount:	\$100.00
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InvNo: IN MEM J.GRAY      InvDesc: in memory John Gray      InvAmt: \$100.00

ChqNo:	0028880	Date:	27/05/2019	Vendor:	NORTHERN CANCER FOUNDATION	Amount:	\$100.00
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InvNo: IN MEMORY S.VIRTANEN      InvDesc: in memory seppo virtanen      InvAmt: \$100.00

ChqNo:	0028881	Date:	27/05/2019	Vendor:	WHITE'S SHELL	Amount:	\$64.53
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InvNo: 1319      InvDesc: gas      InvAmt: \$64.53

ChqNo:	0028882	Date:	27/05/2019	Vendor:	WINDOWS UNLIMITED	Amount:	\$9,690.00
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InvNo: 885084      InvDesc: grass cutting prog.pyt #2      InvAmt: \$9,690.00

\*\*\* End of Report \*\*\*

**Report Total:**

**\$104,035.58**

# The Township of Assiginack

## CHEQUE DISTRIBUTION REPORT

### Payables Management

**Ranges:** **From:** **To:** **From:** **To:**  
Vendor ID First Last Chequebook ID First Last  
Vendor Name First Last Cheque Number 0028883 0028897  
Cheque Date First Last  
**Sorted By:** Cheque Number

Distribution Types Included: All

ChqNo:	0028883	Date:	28/05/2019	Vendor:	BJ'S & ADDISONS	Amount:	\$693.82
	InvNo: 107772		InvDesc: tire#2		InvAmt:	\$531.10	
	InvNo: 106855		InvDesc: tire repair #7		InvAmt:	\$162.72	
ChqNo:	0028884	Date:	28/05/2019	Vendor:	COMPLETE AUTOMOTIVE AND MARINE	Amount:	\$1,769.40
	InvNo: 29768		InvDesc: mechanical #5		InvAmt:	\$1,769.40	
ChqNo:	0028885	Date:	28/05/2019	Vendor:	GIN-COR INDUSTRIES	Amount:	\$1,639.97
	InvNo: 54964		InvDesc: 2 spinners & motors		InvAmt:	\$1,639.97	
ChqNo:	0028886	Date:	28/05/2019	Vendor:	HUGHES SUPPLY COMPANY	Amount:	\$48.47
	InvNo: 41992		InvDesc: hand cleaner/towels		InvAmt:	\$48.47	
ChqNo:	0028887	Date:	28/05/2019	Vendor:	KJ BEAMISH CONSTRUCTION LTD	Amount:	\$7,470.23
	InvNo: 13104-02203		InvDesc: cold patch		InvAmt:	\$7,470.23	
ChqNo:	0028888	Date:	28/05/2019	Vendor:	MANITOU LIN CHRYSLER LIMITED	Amount:	\$286.59
	InvNo: 94026		InvDesc: steering stab.#6		InvAmt:	\$286.59	
ChqNo:	0028889	Date:	28/05/2019	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$319.95
	InvNo: 0154321		InvDesc: locks/keycutting		InvAmt:	\$32.90	
	InvNo: 0154093		InvDesc: adapter/tap		InvAmt:	\$12.17	
	InvNo: 0153783		InvDesc: pulley		InvAmt:	\$10.60	
	InvNo: 0153709		InvDesc: sawzall blades		InvAmt:	\$76.29	
	InvNo: 0153617		InvDesc: propane torch		InvAmt:	\$58.51	
	InvNo: 0153588		InvDesc: fittings & pipe water truck		InvAmt:	\$129.48	
ChqNo:	0028890	Date:	28/05/2019	Vendor:	MCDUGALL FUELS	Amount:	\$48.65
	InvNo: 4005138		InvDesc: propane (steamer)		InvAmt:	\$48.65	
ChqNo:	0028891	Date:	28/05/2019	Vendor:	MIKE PHILLIPS	Amount:	\$1,450.00
	InvNo: DEC 29 2018		InvDesc: coyote pred (5) compensation		InvAmt:	\$250.00	
	InvNo: DEC-APRIL 2019 HUGHS		InvDesc: coyote pred (11) compensation		InvAmt:	\$550.00	
	InvNo: JAN-MAR 2019 HOLMES		InvDesc: coyote pred (13) compensation		InvAmt:	\$650.00	
ChqNo:	0028892	Date:	28/05/2019	Vendor:	MSC INDUSTRIAL SUPPLY ULC	Amount:	\$334.24
	InvNo: 2926720001		InvDesc: brake cln/connectors/ty cable		InvAmt:	\$334.24	
ChqNo:	0028893	Date:	28/05/2019	Vendor:	STRONGCO LIMITED PARTNERSHIP	Amount:	\$102.34
	InvNo: 90721785		InvDesc: switch #9		InvAmt:	\$102.34	
ChqNo:	0028894	Date:	28/05/2019	Vendor:	WAMCO WATERWORKS NORTHERN	Amount:	\$847.82
	InvNo: 30713704-00		InvDesc: curb stops/inserts		InvAmt:	\$339.32	
	InvNo: 30713704-01		InvDesc: water line gaskets		InvAmt:	\$508.50	

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

ChqNo:	0028895	Date:	28/05/2019	Vendor:	SLING CHOKER MANUFACTURING LTD	Amount:	\$42.94
InvNo: 206854		InvDesc: tow sling		InvAmt:		\$42.94	
ChqNo:	0028896	Date:	28/05/2019	Vendor:	TERRY MOGGY	Amount:	\$7,627.50
InvNo: 201963		InvDesc: town sweeping		InvAmt:		\$7,627.50	
ChqNo:	0028897	Date:	28/05/2019	Vendor:	WURTH CANADA LTD	Amount:	\$56.04
InvNo: 23485434		InvDesc: safety glasses		InvAmt:		\$56.04	

\*\*\* End of Report \*\*\*

Report Total:

\$22,737.96

Date : 27/05/2019  
Time : 9:47:32 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0028851		27/05/2019	05/27COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0028852		27/05/2019	05/27COMB	122	HOBSBS, ALTON	OUTSTANDING	Cheque
0028853		27/05/2019	05/27COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0028854		27/05/2019	05/27COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0028855		27/05/2019	05/27COMB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0028856		27/05/2019	05/27COMB	173	QUACKENBUSH, CRYSTAL	OUTSTANDING	Cheque
0028857		27/05/2019	05/27COMB	219	JONES, CHRISTIANNA	OUTSTANDING	Cheque
1726		27/05/2019	05/27COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1727		27/05/2019	05/27COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1728		27/05/2019	05/27COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1729		27/05/2019	05/27COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1730		27/05/2019	05/27COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1731		27/05/2019	05/27COMB	218	MCDOWELL, DAVID	OUTSTANDING	Direct Deposit
1732		27/05/2019	05/27COMB	220	HAM, DAVID	OUTSTANDING	Direct Deposit
1733		27/05/2019	05/27COMB	221	MAGUIRE, ROBERT	OUTSTANDING	Direct Deposit
1734		27/05/2019	05/27COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1735		27/05/2019	05/27COMB	314	WOOD, JOAN	OUTSTANDING	Direct Deposit
1736		27/05/2019	05/27COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1737		27/05/2019	05/27COMB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit
1738		27/05/2019	05/27COMB	362	SAGLE, EDDY	OUTSTANDING	Direct Deposit
1739		27/05/2019	05/27COMB	363	RICK, ARMSTRONG	OUTSTANDING	Direct Deposit
1740		27/05/2019	05/27COMB	364	BOND, KYLE	OUTSTANDING	Direct Deposit
1741		27/05/2019	05/27COMB	365	BOWERMAN, COLE	OUTSTANDING	Direct Deposit

Total : \$18,778.21

Date : 23/05/2019  
Time : 9:18:30 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0028847		27/05/2019	05/23COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0028848		27/05/2019	05/23COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0028849		27/05/2019	05/23COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0028850		27/05/2019	05/23COMB	133	BOND, FREDA	OUTSTANDING	Cheque
1721		27/05/2019	05/23COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1722		27/05/2019	05/23COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1723		27/05/2019	05/23COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1724		27/05/2019	05/23COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1725		27/05/2019	05/23COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

Total : \$3,257.39

----- Original message -----

From: Ron Cooper <assignroads@amtelecom.net>

Date: 2019-05-23 2:09 PM (GMT-05:00)

To: "TerraStar Building Products Inc." <terrastar@eastlink.ca>, 'Alton Hobbs' <ahobbs@assignack.ca>, 'Dave Ham' <info@henleyboats.com>, 'Dave McDowell' <mcdowellfarms@hotmail.ca>, 'Deb MacDonald' <dmacdonald@assignack.ca>, 'Christianna Jones' <joneschristianna@gmail.com>, 'Hugh Moggu' <hugmogg@icloud.com>

Subject: Re: grader

Rob

All good questions and the answers will certainly help. I feel our existing grader is worth approx 50,000. I am waiting to get something on paper but that would leave a difference of about 40,000.

Currently I only have 1 quote for repairs (from Stronco) but any one else would have to buy the parts from them so I don't believe a competitor could be any cheaper. We put on about 600 hours every year. Our normal maintenance budget is 8000/yr. We seem to exceed this every year. For example in 2017 we were over 14,000.

You are right that the tires could be seen as general maintenance but so could the turntable and transmission. The fact remains that those repairs are approx 30,000 and without a doubt the other 8,000 we budgeted for will come.

We have several times in the past looked at upgrading but each time decided that it was more economical to continue to repair. This time in my opinion it isn't. I have that old farmer mentality of we can make do or just squeeze a few more years out of it but this time I feel its a good idea to upgrade. We would be gaining 15 years (1999 to 2014) for 40,000. At 8000 each year it should pay for the upgrade itself after 5 years.

Ron

**From:** TerraStar Building Products Inc.

**Sent:** Thursday, May 23, 2019 11:50 AM

**To:** 'Ron Cooper' ; 'Alton Hobbs' ; 'Dave Ham' ; 'Dave McDowell' ; 'Deb MacDonald' ; 'Christianna Jones' ; 'Hugh Moggu'

**Subject:** RE: grader

Hi Ron,

Just a few questions please:

Do we have more than one quote relative to the \$30,000 repairs (or is this mainly a one source situation given that it is a grader)? How much are the parts vs the labour?

Given the fact that a used grader is almost \$100,000 more (taking into account the required repairs on the existing grader); what service lifecycle would you expect between the repaired existing grader and a second hand grader costing \$100,000 more?

Roughly how many hours do we put on a grader in one year?

How much have we put in to repairs (not maintenance) on the existing grader (annually and to date)?

Turntable and transmission repairs are truly the real cost at \$20,000 and tires and rims sound like general usage and ongoing maintenance items in my opinion.

I ask these questions because I have an old Freightliner and so far, some repairs have been costly for me but in my specific case the cost to repair has outweighed the cost to replace. I've had to replace one engine and three clutches but those costs were not because the truck had problems – these costs for me were operator related. I go through about 10 tires annually (maintenance items).

I'm not sure if other questions or recommendations come to mind from Council but I know we have a lot of responsibilities and limited funds to allocate.

I certainly want to ensure that our Public Works Department has all the necessary tools and equipment to safely carry out their tasks. I'd like to learn a little more Ron in order to help you, while taking into account the long-term best financial interests and return on investment for the township.



Thanks,

Rob

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**From:** Ron Cooper [mailto:assignroads@amtelecom.net]  
**Sent:** Thursday, May 23, 2019 8:14 AM  
**To:** Alton Hobbs; Dave Ham; Dave McDowell; Deb MacDonald; TerraStar Building Products Inc.; Christianna Jones; Hugh Moggu  
**Subject:** grader

Council

Since we purchased the grader we have now it has given us nothing but problems. We have considered several times buying a new one but felt it was more economical to continue to repair than upgrade.

This time I think it might not be true. There is a 2014 grader for sale at stronco in Sudbury for 126,000. Given that the grader we currently own needs approx 30,000 in repairs( turn table 13, transmission 7, tires and rims 10) I think we should ststrongly consider upgrading.

Ron

---

Total Control Panel

[Login](#)

To: [ahobbs@assignack.ca](mailto:ahobbs@assignack.ca) [Remove](#) this sender from my allow list  
From: [mcdowellfarms@hotmail.ca](mailto:mcdowellfarms@hotmail.ca)

*You received this message because the sender is on your allow list.*

May 28, 2019

Mr. Alton Hobbs, CAO  
Municipality of Assiginack  
P.O. Box 238  
Manitowaning ON POP 1N0

**NOTICE OF APPLICATION FOR CONSENT**

File No: B07-19  
Owners: Marc Bouffard and Katherine Bender  
Location: Part Lots 22 and 23, Conc. VI,  
including Part 4, Plan 31R-1693  
(#213 Moggy Parkway)  
Township of Sheguiandah  
Municipality of Assiginack  
District of Manitoulin

**Purpose and Effect:** To provide for the creation of a new  $\pm 42.7$  Hec. lot together with Right-of-Way over Pt. of Part 4, Plan 31R-1693 for access to Moggy Parkway.

In order that the application may be properly considered in accordance with requirements set out in Sections 50 and 53 of the Planning Act, would you please fill out the attached questionnaire, returning one to us and keeping the other for your records.

If your Council have any suggestions, information, or conditions to add to the questionnaire form, please send them out in an attached letter.

Last Day for Receiving Comments: June 11<sup>th</sup>, 2019.

Additional information, if required, may be available by contacting the Planning Board Office.

**Decision and Appeal**

If you wish to be notified of the Decision of Planning Board in respect of the proposed consent, you must make a written request to the Planning Board at the address of the Planning Board Office as stated above.

Any person or public body may, not later than 20 days after the giving of the notice of decision, appeal the decision or any condition imposed by Planning Board or appeal both the decision and any condition to the Local Planning Appeal Tribunal (LPAT) or appeal both the decision and any condition to the Local Planning Appeal Tribunal (LPAT) by filing with the Secretary-Treasurer of the Planning Board a notice of appeal setting out the reasons for the appeal, accompanied by the completed appeal form and fee prescribed under the Local Planning Appeal Tribunal (LPAT) Act.

If a person or public body that files an appeal of a decision of the Manitoulin Planning Board in respect of the proposed consent does not make written submission to the Manitoulin Planning Board before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal (LPAT) may dismiss the appeal.

An agricultural operation, including livestock facility or stockyard.		
Utility Corridor		
A landfill, closed or active		
A sewage treatment plant or waste stabilization plant (lagoon)		
A provincially significant wetland or significant coastal wetland		
A significant wildlife habitat and/or habitat of endangered species and threatened species		
Fish Habitat		
Flood plain		
An active or rehabilitated or abandoned mine site or mine hazards		
An active mine site or aggregate operation site within 1 km of the subject land		
A contaminated site or a gas station or petroleum/fuel storage		
An industrial or commercial use, and specify the use(s)		
Known archaeological resources or areas of archaeological potential		
A municipal or federal airport		

6. Is the application consistent with Provincial Policy Statements issued under subsection 3(1) of The Planning Act?

Yes.

#### 7. History of the Subject Land

7.1 Has the subject land ever been the subject of any other planning applications, i.e. Official Plan or Zoning By-law Amendment, Plan of Subdivision, Consent, Site Plan, under the Planning Act?

☒ Yes ☐ No If Yes and If known, provide the application file number and the decision made on the application.

By Consent File No. B44-87; 3 Lots were created in 1987, surveyed as Parts 1, 2 & 3, Plan 31R-1693 together with right-of-way over Part 4, Plan 31R-1693

7.2 Past Land Uses -

unknown / vacant land.

#### 8. Current Applications

Is the subject land currently the subject of an application for an Official Plan and/or Zoning By-law amendment, minor variance, consent or a plan of subdivision that has been submitted for approval?

☐ Yes ☒ No ☐ Unknown If Yes, and If Known, specify the appropriate file number and status of the application

#### 9. Other Information

Is there any other information that you think may be useful to the Planning Board or other agencies in reviewing this application?

If so, explain below or attach on a separate page.

n/a.

In this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me

at the City of Greater Sudbury

in the Province of Ontario

this 8 day of March 2019

Ariel Nelson

Commissioner of Oaths  
Ariel Mary Nelson, a Commissioner for taking  
Affidavits in and for the Courts of Ontario, while within  
the Territorial District of Sudbury and while appointed  
as a Deputy-Clerk for the City of Greater Sudbury

[Signature]  
[Signature]

Owner(s) or Authorized Agent/Applicant

11. AUTHORIZED AGENT

Authorization of Owner for Agent to Make the Application

I/We, \_\_\_\_\_, am/are the registered owner(s) of the subject lands for which this application is to  
apply. I/We do hereby grant authorization to \_\_\_\_\_ to act on my/our behalf in regard to this application.

Date

Signature of Owner(s)

12. PERMISSION TO ENTER

I/We hereby authorize the members of the staff of the Manitoulin Planning Board to enter upon the subject lands and premises for the  
limited purpose of evaluating the merits of this application. This is their authority for doing so.

March 9 / 19

[Signature]

Date March 9 / 19

Signature of the Owner(s)

[Signature]

The Planning Board will assign a File Number for complete applications and this should be used in all communications.

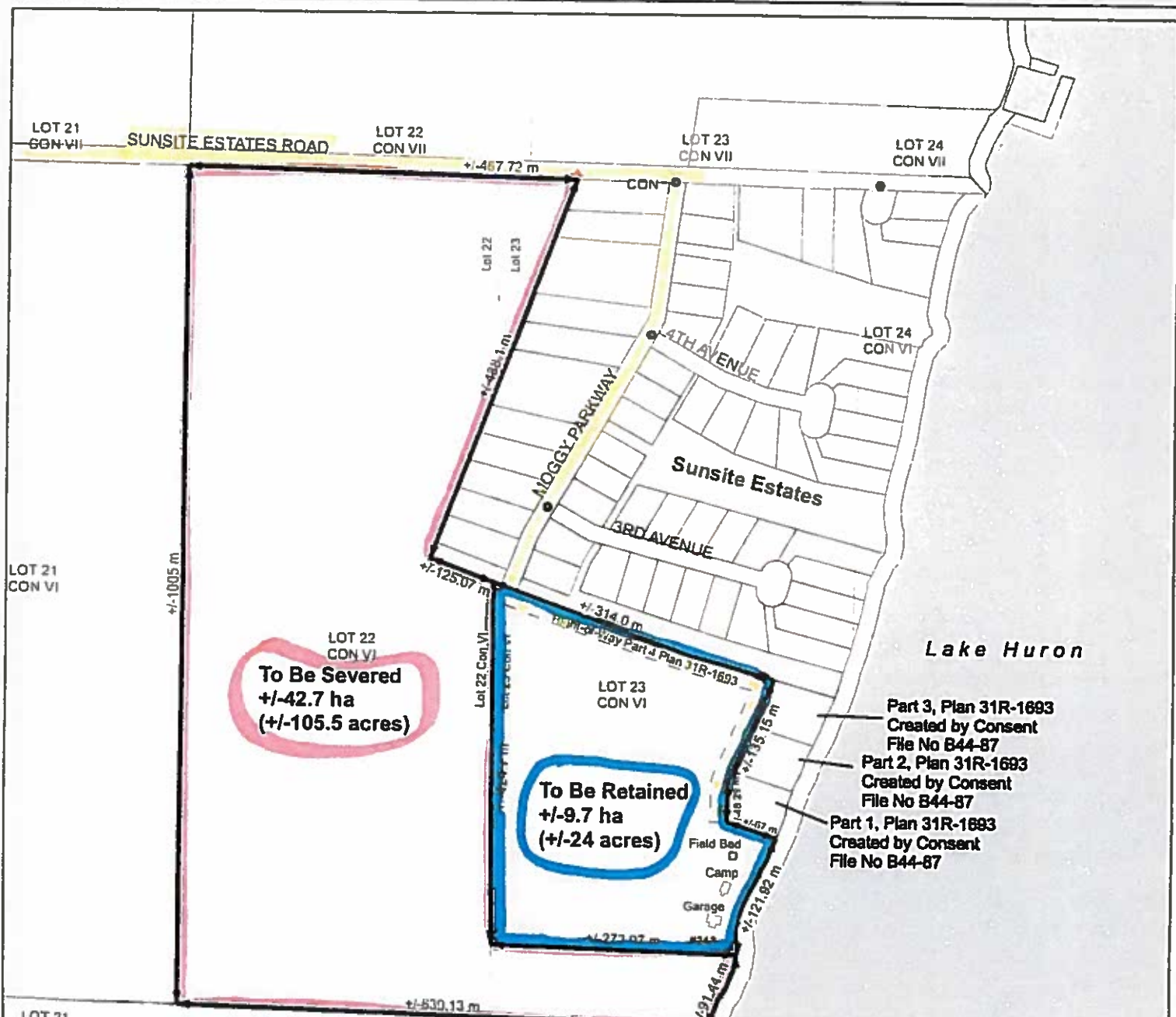
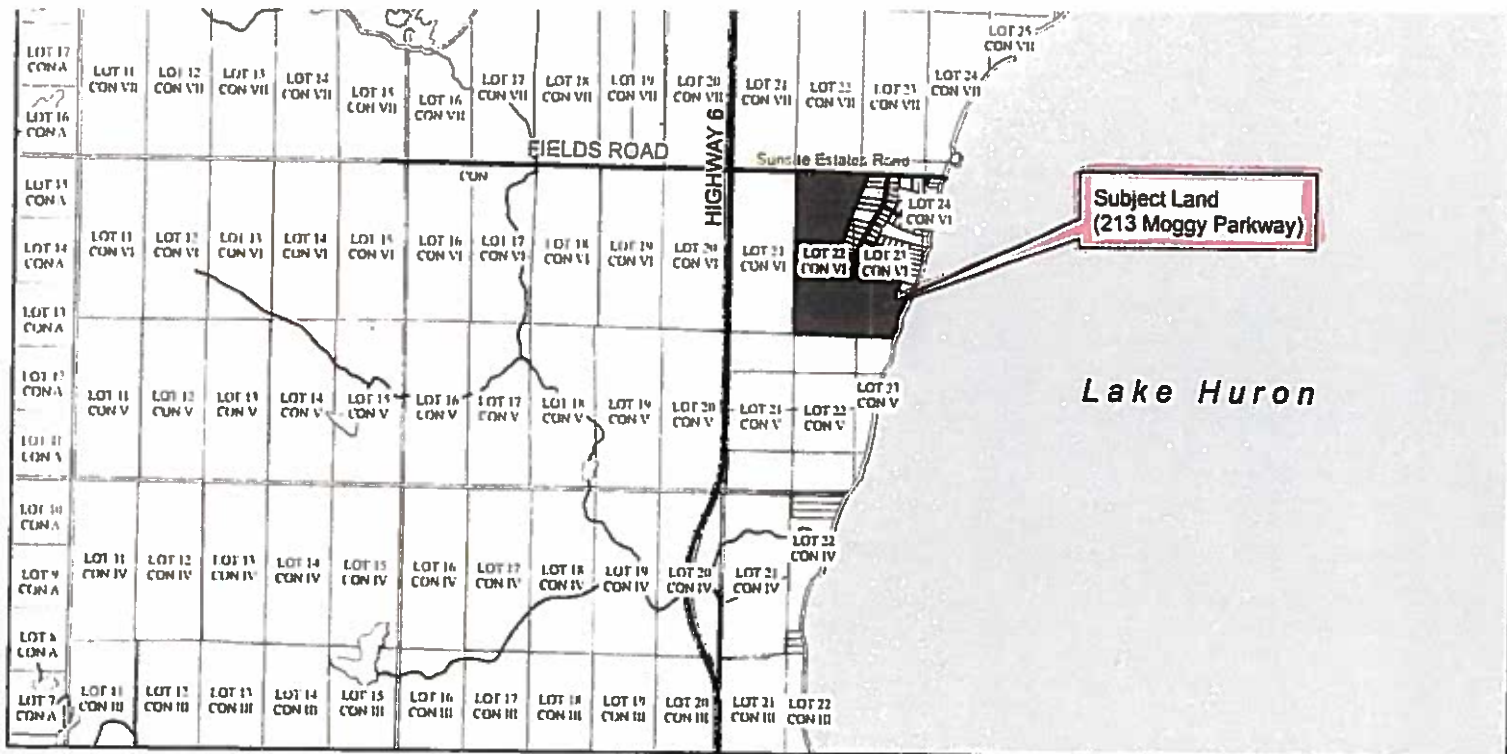
Applicant's Checklist:	Have you remembered to attach:	Yes
	- 3 copies of the completed application form?	<input checked="" type="checkbox"/>
	- 3 copies of the sketch?	<input checked="" type="checkbox"/>
	- The required fee, payable to the Manitoulin Planning Board?	<input checked="" type="checkbox"/>

Forward to: The Manitoulin Planning Board  
40 Water Street, Unit 1, P. O. Box 240  
GORE BAY, Ontario POP 1H0

- Sketch Required

The Application shall be accompanied by a sketch showing the following, in metric units:

- (a) the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
- (b) the approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing;
- (c) the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained and, in the case of a lot addition, the lands the addition is to be consolidated with;
- (d) the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- (e) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, walls and septic tanks) that:
  - (i) are located on the subject land and on land that is adjacent to it, and
  - (ii) in the applicant's opinion, may affect the application;
- (f) the current uses of land that is adjacent to the subject land (for example, residential, agricultural or commercial);







### Completeness of the Application

The information in this form that must be provided by the applicant is indicated by black arrows on the left side of the section numbers. This information is prescribed by the Planning Act, Schedule to Ontario Regulation 197/96, as amended. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Manitoulin Planning Board will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Manitoulin Planning Board and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

### Submission of the Application

- A fee of \$725.00 for each parcel/consent proposed must accompany the application.
- A certification fee of \$125.00 to be submitted prior to the Certificate of the Secretary-Treasurer.
- The original and 3 copies of the completed application form and 3 copies of the sketch are required by the Manitoulin Planning Board. The copies will be used to consult with other ministries or agencies that may have an interest in the application.

Measurements are preferred in metric units.

### For Help

To help you understand the consent process and information needed to make a planning decision on the application, refer to the "Application Guide Q & A" or contact the Manitoulin Planning Board Office at 705-282-2237 or e-mail [mpbcarlisle@bellnet.ca](mailto:mpbcarlisle@bellnet.ca)

### WHO MUST SIGN THE APPLICATION

- 1) All registered owners, or an owner with written authorization of all of the owner(s); or
- 2) An agent or solicitor appointed by all registered owners of the property with the submission of written authorization of all registered owners; or
- 3) If the registered owner is a corporation, an officer who has the authority to bind the corporation.

Please Print and Complete or (✓) Appropriate Box(es)

#### 1. Applicant Information

An owner's authorization is required in Section 11.1, if the applicant/agent is not the owner.

##### 1.1 Name of Owner(s)

Home Telephone No.

Business Telephone No.

Marc Bouffard & Katherine Bender

705-691-0802

n/a

Address

15 Gleneden Crt., Garson ON P3L 1L6

E-mail &/or Fax

mbouffard@persona.ca

##### 1.2 Name of Agent/Applicant

Home Telephone No.

Business Telephone No.

Same

Address

E-mail &/or Fax

##### 1.3 Name of Contact Person

Same

#### 2. Location of the Subject Land (Complete applicable boxes in 2.1)

##### 2.1 Municipality/Township

Property Identification No.

Sheguiandah TWP

471340246

Concession Number(s)

Geographic Lot Number(s)

Name of Street/Road

House No./911 No.

CON 6

Part Lots 22 & 23

Moggy Parkway

213

Survey Plan No.

Survey Part/Lot Number(s)

Island No./Name

Section/Mining Loc. No.

##### 2.2 Are there any easements or restrictive covenants affecting the subject land?

☐ No ☒ Yes If Yes, describe the easement or covenant and its effect.

Part 4, Plan 31R-1693 is an easement in favour of Parts 1, 2 & 3.

#### 3. Purpose of this Application

##### 3.1 Type and Purpose of proposed transaction (check appropriate box)

Transfer: ☒ Creation of a new lot ☐ Addition to a lot ☒ Easement/Right-of-way

Other: ☐ A charge ☐ A lease ☐ A correction of title

RECEIVED

APR 10 2019

##### 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged

Area (na.)		approx 10 acres	approx. 105.5 acres
4.2 Use of Property	Existing	Residential	vacant
	Proposed	same.	same.
4.3 Buildings or Structures	Existing	House/Garage	vacant land
	Proposed	same.	same.
4.4 Access	Provincial Highway		
(Check appropriate space)	Municipal Road, Maintained All Year		✓
	Municipal Road, Seasonally Maintained	✓	
	Other Public Road		
	Right of way	✓	✓
	Water Access	✓	✓
Describe in section 9, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.			
4.5 Water Supply	Publicly owned/operated piped water system		
	Privately owned/operated individual well		✓
	Privately owned/operated communal well		
	Lake or other water body	✓	✓
	Other means		
4.6 Sewage Disposal	Publicly owned & operated sanitary sewage system		
	Privately owned & operated individual septic tank <sup>1</sup>	✓	✓
	Privately owned & operated communal septic system		
	Privy		
	Other means		
<sup>1</sup> A certificate of approval from the local Health Unit or Ministry of the Environment and Energy submitted with this application will facilitate the review.			
4.7 Other Services	Electricity	✓	✓
	School Bussing	no	no
	Waste Collection/Disposal	no	no

4.8 If access to the subject land is by private road, or if "other public road" or "right of way" was indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is publicly maintained seasonally or all year.

Seasonal Right-of-way described as Part 4, Plan 31R-1693 located wholly on the "proposed severed" lands servicing Parts 1, 2 & 3 to remain in-place.

## 5. Land Use

5.1 What is the existing official plan designation(s) of the subject land? HREA



## Alton Hobbs

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**From:** Dominelli, Fern <fern.dominelli@msdsb.net>  
**Sent:** May 23, 2019 2:27 PM  
**To:** Alton Hobbs; Baldwin; Billings (kmcDonald@billingstwp.ca); Burpee & Mills (burpeemills@vianet.ca); Central Manitoulin; Chapleau (clerk@chapleau.ca); Cockburn Island (brentstdenis@gmail.com); Espanola; French River; Gordon/Barrie Island; Gore Bay; Killarney (cbeauvais@municipalityofkillarney.ca); Markstay-Warren; Nairn & Hyman; NEMI; Sables-Spanish; St. Charles; Tehkummah; Al MacNevin (macnevin@sympatico.ca); Dan Osborne; Gisele Pageau; Ian Anderson (mayoranderson@billingstwp.ca); Jill Beer (jillbeer@sympatico.ca); Laurier Falldien (laurierfalldien@nairncentre.ca); Gamble, Les; Levesque, Michael; Paul Schoppmann (mayor@stcharlesontario.ca); Richard Stephens (cmreeve@eastlink.ca); Stephen Saloni; Vern Gorham; Virginia Rook  
**Cc:** z.All Board Members, CAO and EA  
**Subject:** DSB 2018 Year End Surplus and DSB 2019 First Quarter Reports  
**Attachments:** 4th\_Quarter\_Financial\_Report\_Audited\_2018.pdf; Annual\_Report\_Reserves\_May\_2019.pdf; CAO\_First\_Quarter\_2019\_Activity\_Report.pdf; 1st\_Quarter\_Financial\_Report\_unaudited\_2019.pdf; 2018\_Audited\_Financial\_Statement.pdf

Hi All

### **DSB 2018 Year End Surplus**

At today's Board meeting the [2018 Audited Financial Statements](#) were presented by Cynthia MacKenzie, Freelandt Caldwell Reilly LLP.

The DSB Staff also presented a [Revised 4th Quarter Financial Report](#) based on the Audited Financial Statements.

**The DSB 2018 year-end Surplus is \$71,036.**

The Board also reviewed the [Annual Report on Reserve](#).

Based on the recommendation of staff, the Board approved [Resolution #17-42](#) which approved the distribution of the \$51,083 dollars be directed to the DSB's Working Reserve in order to bring it to the 15% that the Board has established and the balance of \$19,953 be directed to the DSB's Benefits Reserve.

### **DSB 2019 First Quarter Reports**

Please find attached the [CAO First Quarter Activity Report for 2019](#).

We have attempted to create a document which is concise enough to be included in Council agenda packages if you so desire.

This Quarterly Report includes an overview report from me and concise high level reports from each program. More detail on all of the issues mentioned in these reports can be found on the Board's website at: [www.msdsb.net](http://www.msdsb.net)

The [2019 First Quarter Unaudited Financial Report](#) is also attached for your review.

If you have any questions in relation to these reports or would like the DSB to speak at your Council meeting regarding any of these matters, please feel free to contact me directly.

Thanks

Fern Dominelli

Chief Administrative Officer  
Manitoulin-Sudbury District Services Board  
Direct Line: 705-222-7777  
Cell: 705-665-2944

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Total Control Panel

[Login](#)

To: [ahobbs@assiginack.ca](mailto:ahobbs@assiginack.ca)

[Remove](#) this sender from my allow list

From: fern.dominelli@msdsb.net

*You received this message because the sender is on your allow list.*



# Variance Analysis December 31, 2018

Variance Analysis December 31, 2018			Explanation of Audited Municipal Share
Actual to Budget	NET Municipal Variance		
Ontario Works	\$ 2,422		Municipal share of OW allowance is now funded 100% by province and will no longer be reported on. Municipal share of OW allowance from prior year is a surplus of (\$1,346); there will be more reconciled in 2019. Municipal share of administration and employment expenses is \$13,800 due to additional Ministry funding requiring municipal contribution.
Child Care	\$ -		Child Care operating and administration expenses municipal share is forecasted to be on budget. (\$61,403) + (\$325,191) + (\$62,193) = (\$448,787) surplus Federal Funding is (\$61,403) more than budgeted.
Social Housing	\$ (448,788)		Direct operated rev & exp and program support allocation is (\$325,191) under budget - Rental Revenues are (\$108,015) more than budgeted. - Direct operating expenses are (\$56,346) under budget; due to utilities (\$80,855) under budget, salaries & benefits for custodian (\$3,405) under budget, municipal taxes are (\$9,060) and maintenance expenses are over budget \$18,137, other administrative expenses are over budget \$18,837 (includes \$15,050 of bad debts for YE) - Program Support Allocation is (\$160,830) under budget.
			Non-Profit, Rent Supp, and Urban Native expenses are (\$62,193) under budget due to market rent adjustments and prior year reconciliations.
			Paramedic Services is (\$404,869) - \$871,131 = \$466,262 over budget. The MOHLTC funding is more than budgeted by (\$404,869) surplus.
Paramedic Services	\$ 466,262		Medic Staffing is over budget by \$32,782 due to: - Regular Wages under budget by (\$93,402); Other Wages over budget are: Call Back wages \$87,580, modified wages \$80,490, Standby wages \$20,234, Vacation, Sick & Stat time is under budget by (\$53,117). Other wages are under budget by (\$9,003) - Benefits are over budget by \$841,599 due to: WSIB NEER \$497,075, Severance Accrual \$263,637, and other benefits \$80,887 Administration Wages and Benefits are (\$159,154) under budget due to Wikwemikong new budget approved administration allocation.
			Non Wages are over budget by \$155,904. - Program Support is (\$35,570) under budget - Transportation & Communication is \$3,501 over budget - Vehicle repairs and maintenance is \$122,405 over budget - Building repairs and maintenance, grounds and utilities are \$62,197 over budget - Supplies are \$3,371 over budget.
Interest Revenue	\$ (90,932)		Interest Revenue is \$90,932 more than budgeted which results in a municipal surplus.
	\$ (71,036)		



## **2019 First Quarter Activity Report May 23, 2019**

The following is the most recent consolidated Quarterly Report that the DSB will be sending to member municipalities and posting on the public website. Expect Quarterly Reports in February, May, September, and November of each year.

The program statistics are provided separately and updated monthly. They are available on the website by clicking the following link: [Monthly Program Statistics](#)

### **CAO Overview**

The DSB 2019 First Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal **deficit of \$552,381**. This deficit includes Ontario Works forecasted to be over budget by \$88,700. Children's Services is forecasted to be over budget by \$177,138. Social Housing is forecasted to be under budget by \$164,588. Paramedic Services is forecasted to be over budget by \$536,720. Interest revenue on non-reserve accounts is forecasted to be a \$85,589 surplus over budget.

The DSB quarterly financial reports are available on the DSB website by clicking the following link: [Quarterly Financial Reports](#)

### **Paramedic Services**

#### **2019 Hiring Process**

Paramedic Services closed the external posting for Paramedics in late first quarter, and a decision was made to hire 6 external candidates for Primary care positions. The orientation and deployment of these new staff is intended to be complete by early may, 2019.

#### **Non-Urgent Patient Transfer Service**

In the first quarter of 2019, the Northeast Local Health Integration Network's non-urgent patient pilot project remained operational with no decision related to a permanent model. By the end of the quarter, the pilot project had been fully operational for 6 years. The direction from the LHIN was to continue the service delivery as funded. DSB staff have continued to ensure stakeholders and the DSB Board of Directors are briefed on all evolutions surrounding the non-urgent patient system delivery for Northeastern Ontario.



## **2018/2019 Paramedic Funding for Wiikwemkoong**

Unlike the DSB funding cycle, the Wiikwemkoong Paramedic Service fiscal year operates from April 1 to March 31. The Province issues funding letters at some point in time during that period. While the DSB funding for 2018 was received in a timely manner, specifically in early May of 2018, funding for First nations Services, including for Wiikwemkoong operations, was delayed. As of March 31, 2019, funding had not been received for the period ending March 31, 2019.

The MOHLTC ADM met with stakeholders in early April to confirm that funding would be forthcoming, and future funding would not be similarly delayed.

## **Response Time Standard Reporting for 2018 Compliance**

Each Land Ambulance Service in Ontario is required, by Legislation, to prepare and submit an annual plan for response time compliance, based upon patient acuity. The plan must be submitted to the Government by the end of October for the following year. Additionally, each service must report to the Government its success by March 31<sup>st</sup> of each year, for the previous year. Manitoulin-Sudbury DSB Paramedic Services submitted the [2018 response time compliance](#) to the Government in accordance with Legislation. Each metric for the 2018 assessment period was exceeded. The service has noted that efforts to increase staffing levels, and Deployment planning have positively impacted on response times.

## **Ministry of Health and Long Term Care Service Review**

Each Paramedic Service in Ontario is subject to a Certification process carried out by the MOHLTC every three years. Manitoulin-Sudbury DSB Paramedic Services has received notice that it will be subject to such a review in early June of 2019. Preparation for this review is underway and will continue to be a focus for staff, in advance of the June date.

## **Peer Support and Paramedic Resiliency**

Manitoulin-Sudbury DSB Paramedic Service's Peer Support Program entered its third year of operation in the first quarter of 2019, with a reboot meeting between Peer Support team members and Dr. Laidlaw. Paramedic Services continues to explore opportunities to support to the wellbeing of all Paramedics through engagement with the Peer Team and staff.

The organization is working to deliver a refocused session on resiliency for all staff, to be delivered in 2019. Dr. Laidlaw has

## **Deployment Plan**

Paramedic Services released its newest [Deployment Plan](#), Version 6.0 in the first quarter of 2019. The document sets out for stakeholders and staff the service delivery model.

This plan refocused on the nature of Paramedic Services as a public safety agency, ensuring that emergency response capacity is not negatively impacted by the interfacility transportation needs that have resulted from regionalized health care. Staff have met with hospital partners and external agencies such as Ornge and Critical Care to ensure that system needs are being considered on a macro level.

## **Children's Services**

### **OMSSA Summit**

In January, OMSSA hosted a summit of senior children's services leaders. The purpose of the summit was to identify priorities and positions and to bring forward relevant technical recommendations to assist with the development and implementation of the Province's new Child Care plan.

The summit was designed in alignment with the new government's priorities in Early Years and Child Care affordability, access, choice and reducing administrative burdens as stated by the province.

After the summit, a summary was prepared and shared with the Ministry of Education. The following priorities were shared:

- Quality
- Affordability
- Access
- Choice
- Reducing Administrative Burden
- Partnership with the Province

### **Bill 66 Restoring Ontario's Competitiveness Act**

On December 6, 2018 the Ontario government introduced the "Restoring Ontario's Competitiveness Act". This bill resulted in changes to the Child Care and Early Years Act, 2014. Public hearings were limited to one day on Monday March 18, 2019.

The government proposed that the bill would:

**Remove restrictions on home-based child care providers, including allowing additional children, to make it easier for parents to find affordable child care.** The government indicated that proposed changes under the *Child Care and Early Years Act, 2014* would remove some restrictions on home-based child care providers, which would increase flexibility in the number and ages of children they can care for.

**Lower the age of children that authorized recreation programs can serve from six to four.** This change under the *Child Care and Early Years Act, 2014* would allow children

who are four years old to take part for up to three hours in authorized recreation programs before and after school.

## **Ontario Works**

### **Ontario Works Caseload**

In the first quarter of 2018, the Ontario Works/Temporary Care caseload average is 547. Compared to last year at this time, the caseload has decreased by 4%.

### **Employment Services**

The DSB has completed another successful year delivering Employment Ontario Employment Services in the Chapleau North area. With the exception of one target, the DSB has surpassed all the targets set by the Ministry of Training, Colleges and Universities. The DSB assisted a total of 86 individuals in securing local employment, access training and education. In the first quarter, 556 individuals accessed our Employment Resource Centre.

### **Service System Management for Employment**

On February 12, the Ontario Government announced a plan to transform employment service to help job seekers find and keep good jobs and help employers recruit the skilled workers they need.

Ontario's plan for transforming employment services includes:

- Launching a refreshed labour market information website to help people explore careers, education and training opportunities, and help businesses find the right workers.
- Integrating social assistance employment services into Employment Ontario to help the province's most vulnerable, including people with disabilities, to break free from the poverty cycle.
- Introducing a new model to manage the employment service system more effectively. The selection of service system managers will be determined through a new, competitive process and open to any public, not-for-profit and private sector organization, as well as consolidated municipal service managers and district social services board service managers.
- Changes to Ontario's employment services will be implemented gradually, beginning with three prototypes in fall 2019. The government will immediately begin engaging with key stakeholders about the transformation and will be working closely with delivery partners to phase-in changes in a manner that addresses local needs.



- The Ministry intends to announce three prototype communities wherein a vendor will be selected to operate as Service System Manager to achieve meaningful employment outcomes.

The DSB has joined with 9 DSSAB's and the City of Greater Sudbury to submit a proposal to serve as the Service System Manager for employment services.

The DSB is interested in serving as one of the three prototype communities through its coordination with the group of 10 Northern Service Managers which will provide true Service System Management, including Affordable Housing, Quality Child Care, and Financial Supports, leading to meaningful and lasting employment outcomes.

## **Social Housing**

### **Direct Shelter Subsidy (DSS)**

Staff continue to identify and complete the application process with eligible applicants for the DSS program. All applicants receiving the benefit are deemed housed. At the beginning of the year our number of active recipients receiving Direct Shelter Subsidy was 200. At the end of this quarter there were 208 active recipients. This program continues to be a valuable option for folks in making their accommodations affordable.

### **Waiting list (Applicants)**

At March 31<sup>st</sup> the number of waiting applicants increased by 14%. A breakdown of the applicant breakdown is as follows: total applications to end of quarter is 478

1 Bedroom	375 - (+39)	2 Bedroom	41 - (+5)
3 Bedroom	37 - (+9)	4 bedroom	25 - (+6)

### **Community Paramedicine Wellness Clinics**

Community Paramedicine Clinics continue to be a valuable asset in maintaining healthy communities throughout the LaCloche-Manitoulin Districts. We continue to bring the advertising of our clinics to the Communities both through Community Partners and local advertising, with the hope that the community will participate.

## **Transitional Community Support Worker (TCSW)**

Tracy Van Horne is the new Transitional Community Support Worker in the LaCloche Region. Tracy has been committed to her training period with CMHA Sudbury-Manitoulin since mid-February and will take over the LaCloche Region at the beginning of the second quarter of 2019. CMHA has continued to supply our residents with support throughout the recruiting process.

## **Community Tax Clinics**

The Manitoulin-Sudbury DSB partnered with Credit Counselling Sudbury to host free income tax clinics for residents and the Community at large. The clinics started in March and additional clinics are being held in April in Espanola, Little Current, Mindemoya and St.-Charles. These are free for low income families and individuals, and the filing is done in the Social Housing Common Rooms.

## **New Horizons for Seniors Grant**

The Manitoulin-Sudbury DSB has been successful in our [grant application](#) through the New Horizons for Seniors Program. The grant awarded is \$25,000.

The program is designed for organizations that are looking to promote senior inclusion and help Senior residents and community members who are looking to make a difference with others in the Community. The project submitted will convert the 2 Public Washrooms at the Social Housing Building located at 70 Barber Street in Espanola, into one fully Accessible Public Washroom.

The building has been hosting Community Events such as Community Paramedicine, Income Tax Clinics, Health Unit Clinics, and events with Community Living Espanola and will benefit from having a more accessible facility to use.

## **Income Mixing**

Every effort is being made where the waitlist allows, to mix the Social Housing Buildings with RGI, Affordable and Market Rent Tenants. Although this process may take time, we have secured 9 full market rent tenants and 13 affordable rent tenants throughout the portfolio. DSB Staff review the waiting list when filling vacancies in buildings to determine if there is the possibility of increasing the revenue by filling vacancies with Affordable and Market Rents whenever possible.

## **Smoke Free Housing**

As of the end of the first quarter, 144/288 of the portfolio's units are designated as Smoke-free. This represents 50% of the full portfolio at this time. Units are designated as turn-over occurs.

## **Infrastructure & Asset Management**

### **Ontario Renovates**

There was one client approved for the Ontario Renovates program during the quarter. The project funded was in the Sudbury North region. As of March 31, 2019, the team successfully allocated 100% of the Ontario Renovates budget.

### **Supervisor of Infrastructure & Asset Management**

There were no major construction projects underway during the first Quarter of 2019. Significant snowfall resulted in several housing buildings requiring snow removal to ensure no structural damage.

### **Infrastructure Maintenance Repairs and Capital Projects**

The first quarter resulted in 335 Workorder requests submitted; there were 341 work orders during the first quarter in 2018. There were 121 workorder requests submitted in January 108 submitted in February and 106 submitted in March.

There were 12-unit turnovers started in the 1st quarter.

Electrical Safety inspections were carried out at all the DSB owned buildings with subsequent deficiencies resolved before the quarter end. Snow removal has been successful at all buildings throughout the quarter with a combined effort from the custodians and contractors. We had a large increase in snow volume and ice storms during this quarter.

### **Summary**

The DSB had a very busy first quarter. If municipal Councils have any questions or would like DSB staff to attend a municipal Council meeting, please feel free to contact me at the address below.

**Fern Dominelli**  
Chief Administrative Officer  
Manitoulin-Sudbury District Services Board  
Phone: 705-222-7777  
E mail: [fern.dominelli@msdsb.net](mailto:fern.dominelli@msdsb.net)  
Website: [www.msdsb.net](http://www.msdsb.net)



## **Annual Report on Reserves**

**May 23, 2019**

The purpose of this report is to annually summarize the various reserves whether they are working or committed reserve accounts held by this Board. The first portion of the report speaks to the need and value of reserves in general terms. There are two types of reserve accounts. Working reserves have no specific committed purpose although they may be needed to cover various outstanding obligations. Committed reserves are amounts which, although held by the Board, must be spent on activities approved by the appropriate ministry, legislation, collective agreements, Board resolutions or decisions reached as part of the Board budget process. The report will also discuss significant accounts within accrued liabilities and deferred revenue as these do have implications for the level of committed reserves, the operating budget and the working reserve.

The report which follows sets out all reserve accounts. First is a discussion of the working reserve. Then the report describes each committed reserve and provides the rationale for that reserve. The actual amount of each reserve as of December 31, 2018 is included and is consistent with the amounts recorded in the final 2018 audit. Any annual transfer of operating funds into a committed reserve from the operating budget is noted.

There is a restriction in the District Social Services Administration Board Act (DSSAB) on the level of working reserves which the Board may have. The Board has a policy which provides for a maximum working reserve which is below the limits set in the legislation.

Through our discussions with this Board's auditor there appears to be no restriction on the level of committed reserves which the Board may hold. However, for each committed reserve there should be a sound rationale for the creation of the reserve, the amount of the reserve and any decision to add to that committed reserve. Funds should be withdrawn from a committed reserve only to meet those obligations or purposes for which the reserve was originally created. If the obligation or purpose for which the reserve was created is reduced this should be reflected in the amount of the reserve. If the obligation no longer exists or if the original purpose is no longer valid then that committed reserve should be eliminated.

As part of the completion of this document we are providing specific recommendations related to the working reserve and each committed reserve. These recommendations attempt to take into consideration several factors.

These factors include:

- Recommendations in the report on [Housing Affordability and Needs Study](#).
- Results of the [Building Condition Assessments](#) completed on all DSB owned buildings by Stonewell Group will be used to develop long term capital plans for all Board properties.
- The development of the [10-Year Housing and Homelessness Plan](#) that is required by the Ministry of Municipal Affairs and Housing.
- The [End of Operating Agreements](#) for the Social Housing properties.
- The Social Housing responsibilities under [Duty to Accommodate](#).
- [Post-Traumatic Stress Disorder – Prevention Plan](#)

The recommendations are based on several principles including:

- Committed reserves established for a program should be kept within that program area since they often include provincial payments.
- Each committed reserve must have a rationale for its existence, its amount and the appropriateness of any additional transfer from the operating budget.
- Where possible similar reserve accounts have been combined.
- If delays in adjusting the reserve are appropriate a future review date has been established.
- All committed reserves which include the annual revolving of funds must be reviewed annually through the creation of five year or greater estimated expenditure plans.
- Any specific expenses that fluctuate significantly from year to year that may cause significant increases to annual budget should be considered when creating revolving reserves.

### **Accrued Liabilities**

Within the accrued liabilities section of the 2018 audit there is an amount of \$1,071,400. This amount represents monies set aside specifically for the payment of severance to Paramedic Services employees under a collective agreement. This severance obligation must be shown as a liability to the Board and be provided for.

Manitoulin-Sudbury DSB retained Mondelis Actuarial Services Corporation to perform a valuation of the severance benefit. In August 2015 the [Actuarial Report](#) states that the accrual is \$784,400 for December 31, 2014.

In January 2017, the [Actuarial Report](#) was updated and states that the accrual is \$1,071,400 for December 31, 2018.

### **Reasons for Reserves**

The Board requires reserves for a variety of reasons.

#### **Specific Liabilities:**

Reserves are needed to cover specific liabilities. These liabilities include unpaid bills, legal proceedings, subsidy adjustments, etc.

#### **Prevention of Borrowing:**

The Board has several programs in which it expends reserves and then must wait for the retroactive payment of subsidies. The Board has developed a levy system in which it waits for the retroactive payment of municipal and unincorporated levies. If the Board has no reserve it must borrow, at significant cost, to cover these expenditures. The need for working reserves in the Ontario Works Program is somewhat mitigated by the upfront provincial funding of the allowances portion of this program.

#### **Reduction/Elimination of Bank Charges:**

Because the Board has reserves, it has been able, through a competitive tendering process, to negotiate very reasonable terms with a bank. Those terms provide for an interest payment at 1.0% and a set service fee of \$850 per month which covers all transactions. If reserves are not adequate the Board would pay high interest costs and bank charges.

#### **Ability to Respond to Long Term Capital Needs:**

The presence of committed working reserves allows the Board to respond to capital requirements. An example of this is the construction of the Little Current and Foleyet Paramedic Services bases. The purchase of Mindemoya and Massey Paramedic Services bases and the Chapleau Integrated Social Services Office were also funded in this manner.

In the Paramedic Services program, there is the need for ongoing capital repairs for the bases which the Board either owns outright or leases. Ambulances also need replacement as they age. The presence of reserves allows these two significant areas of Paramedic Services expenditure to occur without creating huge year to year shifts in the municipal levy.

In the Social Housing program, reserves are needed as the building components and fixtures move through their life cycle. The reserves allow us to deal with exceptional and recurring capital requirements.

### **Ability to Respond to Significant Program Changes:**

The Board operates several programs which have been subject to huge cost shifts. This can occur in the Ontario Works program due to changes in unemployment rates. Paramedic Services costs can and have dramatically changed by adjustments in the availability of local health care or as a result of unilateral provincial decisions. Since this Board delivers provincially mandated programs, significant increases in costs can occur as a result of changes in provincial legislation.

### **Ability to Respond to Significant Grant or Cost Sharing Changes:**

The Board is subject to the unilateral decisions of the Province and the Federal government to reduce grants or change cost sharing. This has been and will continue to be a reality with all four program areas under this Board's jurisdiction. Reserves provide some ability, at least in the short term, to offset these sudden unilateral decisions. In almost all the downloaded programs, open ended cost sharing has been replaced by unilaterally set grants.

### **Working Reserve**

The total amount of the working reserve which the Board may retain is 15% of the Board's current year's estimates as set out in the District Social Services Administration Board Act and Regulations. The legislation does not speak to committed reserves.

The following excerpt from the regulations notes that the working reserve may be up to 15% of the total estimates of the Board for the year. The Board estimates are not simply the amount required by the Board for the municipal levy. The estimates include the amounts which the Board requires from senior levels of government to have a balanced budget.

#### **District Social Services Administration Board Act - Ontario Regulation 278/98**

##### **ESTIMATES AND RESERVES**

7. (1) *Each board shall in each year apportion among the jurisdictions in its district, in accordance with section 6, the amounts that it estimates will be required to defray the expenditures for social services for that year and shall on or before March 31 of that year notify,*
  - (a) *the clerk of each municipality of the amount to be provided by that municipality; and*
  - (b) *the Minister responsible for each social service of the amount to be provided by the Minister with respect to that social service under section 8 of the Act. O. Reg. 37/99, s. 5 (1).*
- (2) *If a board that has given notice of its estimated expenditures incurs additional costs for social services that were not anticipated at the time the notice was given, the additional costs shall be apportioned and notification given in accordance with subsection (1). O. Reg. 278/98, s. 7 (2); O. Reg. 37/99, s. 5 (2).*

- (3) *In preparing the estimates, the board may provide for a reserve for working reserves in a year not to exceed 15 per cent of the total estimates of the board for the year. O. Reg. 278/98, s. 7 (3).*
- (4) *If the actual expenditures of a board for a year are greater or less than the estimated expenditures for that year, the board shall, in preparing the estimates of the amount required to defray its expenditures for the following year,*
- (a) *make due allowance for any surplus that will be available from the preceding*
  - (b) *provide for any deficit of the preceding year. O. Reg. 278/98, s. 7 (4).*

This report completed in May 2019 uses the 2019 gross estimated operating costs from the approved budget. The gross estimated costs are used to be consistent with legislation and because the Board expends gross funds prior to receiving any offsets of provincial grants, cost sharing or the receipt of municipal levies.

The working reserve cannot exceed 15% of the total estimated 2019 expenditures.

2019 total estimated expenditures **\$37,542,988.**

15% Working Fund Reserve amount is **\$ 5,631,448.**

### **Board Policy - Working Reserves**

The policy provides for a working reserve which is less than that provided for by the legislation.

2019 municipal share of the operating 2019 budget **\$10,454,428.**

15% Working Fund Reserve amount is **\$1,568,164.**

<b>Summary of Working Funds Reserve</b>		
<b>Reserve Balance as of December 31, 2017</b>	<b>\$1,451,332</b>	
	<b>Amount</b>	<b>Board Resolution</b>
<b>Total Withdrawals</b>	<b>\$ 144,200</b>	
<b>Deposits</b>		
2017 Surplus	\$ 34,553	
Repayment to Reserve for all buildings	\$ 175,397	
	\$	
<b>Total Deposits</b>	<b>\$ 209,950</b>	
<b>Balance of Reserve at December 31, 2018</b>	<b>\$1,517,081</b>	

Based on the 2018 audit, the Board has Working Funding Reserves of **\$1,517,081.**  
**The working reserves is underfunded by \$51,083.**



## **#1 Recommendation:**

**The Board reaffirms its existing policy related to the working fund reserve.**

### **Committed Reserves**

In addition to the Board's working reserve, there are a number of committed reserves. These have been established by legislation, Board resolutions or as a result of decisions reached as part of the budget process. These funds are set aside for a specific purpose/obligation and are used to meet those specific purposes/obligations.

Each year, in some of these committed reserves, funds are flowed into the reserve and flowed out to meet the specific expenditure requirements. An example of this is the Paramedic Services Ambulance reserve. In that case, \$501,031 goes into the account annually and the number of required ambulances based on a 7-year renewal plan is purchased from that account each year. As a result, this committed reserve balance may change significantly from audit to audit. To identify those types of committed reserves we have added the title "Revolving" after the reserve title.

The existence of these committed reserves reduces the likelihood that the municipal share will vary significantly from year to year. An example of this is the ambulance replacement reserve allows us to levy a consistent amount each year, even though the number of ambulances purchased may fluctuate dramatically from year to year.

#### **Information Technology Refresh (IT) Committed Reserve (Revolving) Balance end of 2018 is \$213,774.**

Due to the rapid evolution of technology, and new hardware requirements as a result of provincially mandated systems, there is a need for a committed reserve to avoid significant year to year fluctuations. All the programs rely on the continuous functioning of a DSB wide IT system. Accordingly, funds must be available to immediately replace IT components that may fail.

In 2018 this reserve was augmented by a transfer of **\$122,578** from the operating budget.

#### **DSB Capital Repair (Revolving) Balance end of 2018 is \$1,597,956.**

The Ministry has passed regulations requiring each Consolidated Municipal Service Manager or DSSAB to expend a prescribed amount each year for capital repairs for its directly operated public housing portfolio. In this jurisdiction, the public housing portfolio ownership is registered to the Board. Prior to devolution, the capital needs for the public housing portfolio were met by the Province from general revenues and from Federal subsidies.

As a result of Provincial regulations, the amount for the Board to expend each year for capital repairs of the public housing portfolio is \$803 per unit per year. For the transferred public housing units, the amount is  $281 \times \$803 = \$225,657$ . In the 2018 Budget the Board

contribution was \$181,385 bringing the total amount to \$407,185 being levied each year as part of the Housing Services Budget. With the additional contribution to this reserve it was decided that this reserve would become a "Revolving" reserve with the requirement that at minimum the \$225,657 in Federal Funding must be utilized on an annual basis. These funds are used each year to fund the capital repairs approved for that year.

In 2010 [Building Condition Assessments](#) (BCA) were completed on all social housing properties. These BCA's have allowed for the creation of a multi-year consolidated capital repair plan which was included in the 2016 Budget.

In June 2013, staff prepared a report for the Board on the effect of End of Operating Agreements (EOA). The federal funding for the social housing buildings will decrease by \$56,053 by 2024. Currently the DSB spends \$407,185 on capital expenditures and this amount will be reduced by \$56,053 in 2024.

Additionally, the Building Condition Assessment (BCA) that was prepared for Manitoulin-Sudbury DSB indicated that an additional \$79,880 is required annually to maintain the capital reserve for the housing buildings.

By 2024, the DSB will require an additional \$135,933 (\$56,053 + \$79,880) in municipal funding to maintain the capital infrastructure of its existing public housing stock.

In the June 26, 2013 [End of Operating - Issue Report](#), staff recommended that the Finance Committee consider increasing the capital repairs budget on an annual basis to eliminate the \$135,933 shortfall over the next 11 years. That would require an additional \$12,358 annually from 2014 to 2024 to eliminate the shortfall.

New BCA's are in the process of being completed and this may affect the requirements for the Social Housing Reserve contributions.

The approved 2019 Budget increased the contribution to the Social Housing Reserve by \$12,358. In 2019, the reserve contribution will be \$419,543.

The Program Support and Paramedic Services Budgets include building repairs. The Budgets do not adequately cover repairs such as roof replacements, major heating and plumbing replacements, so the name of the reserve has been changed to DSB Capital in order to include the Paramedic Services Five Year Capital Plan and the Program Support Accommodation Five Year Capital Plan.

In 2018 this reserve was augmented by a transfer of **\$407,185** from the operating budget.

**DSB Vehicle and Equipment Replacement Committed Reserve (Revolving)**  
**Balance end of 2018 is \$ 492,327.**

The DSB requires vehicles in all departments in order to operate. The two vehicle reserves and the equipment reserve have been consolidated in one reserve to ensure funding is available to replace vehicles on an annual basis without creating large budget fluctuations from year to year.

The ambulance replacement policy will remain on a cycle of 7 years. The other vehicles are replaced on an as needed cycle based on use and wear. However, the other vehicles are budgeted for replacement on a 5-year cycle.

The need for medical equipment can change from year to year due to Ministry requirements, disease outbreaks and product replacement cycles. To avoid significant fluctuations in the budget process year to year, an amount is being transferred by the budget process into this committed reserve.

Funds are flowed into this committed reserve and are flowed out to meet the specific expenditure requirements each year. In 2018 this reserve was augmented by a transfer of **\$691,902** from the operating budget.

As of 2018, the DSB budget includes \$81,080 for Paramedic uniforms, jackets and helmets. In the latest OPSEU Collective Agreement, the mandatory annual allocation for uniforms and personal protective equipment has been eliminated. This has allowed for some efficiencies by moving dollars from the operational budget to a reserve to allow for annualized fluctuations.

**Benefits Reserve (Revolving)**  
**Balance end of 2018 is \$518,606**

With the passage of Bill 163, if a first responder or other designated worker covered by the legislation is diagnosed with Post Traumatic Stress Disorder (PTSD) by a psychiatrist or psychologist and makes a claim for benefits, the Workplace Safety and Insurance Board (WSIB) must presume the condition is work-related, unless the contrary is shown. To address the costs associated with these WSIB claims, WSIB issues surcharges annually with the New Experimental Experience Rating Plan (NEER). NEER generates premium refunds and surcharges based on an employer's accident cost experience. When determining claims costs for the refund or surcharge calculation, NEER considers overhead costs and future costs of benefits relating to the claim.

The annual maximum group surcharge (specific to paramedics) is \$799,128 for 2018. Each WSIB claim for PTSD, costs DSB approximately \$349,416 based on 2018 claim cost limit. The most recent WSIB NEER statement from December 2018 is showing that the 2019 surcharge for 2018 will be \$521,437 if no changes occur. The Benefits Reserve balance as of December 2018 is \$518,606. The Paramedic Services 2019 Budget includes a transfer to this reserve in the amount of \$113,323.

Prior to July 1, 2011, the DSB purchased insurance to cover the cost of prescribed drug benefits provided to employees in accordance with collective agreement commitments. Purchasing insurance to cover the cost of prescribed drugs meant that the DSB was billed an annual premium based on usage over the past years.

As of July 1, 2011, the DSB has moved away from insurance based coverage to a self-funded benefits program which includes stop loss insurance in instances where one individual's claims exceed a threshold of \$10,000 annually. Many organizations have moved to self-funded drug benefit programs. What they have found is the creation of a reserve for

this purpose does alleviate the need for significant changes in year to year budgets as actual costs vary annually

The reserve would only be augmented when there is a year-end surplus in the benefits budget for any year. In 2018 this reserve was not augmented by a transfer due to the costs being overbudget.

### **Summary**

This report, once approved, will be added to the Finance section of the Board website as an ongoing reference document and be updated annually based on the prior years' audit and the current year estimates. See the summary chart in Appendix A.

<b>Appendix A Working Funds Reserve Balances</b>			
<b>Title of Reserve</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Working Reserve	<b>\$1,517,082</b>	\$1,451,332	\$1,766,773
DSB Capital Repair Reserve	<b>\$1,597,957</b>	\$1,613,446	\$1,611,092
DSB Vehicle and Equipment Reserve	<b>\$ 492,327</b>	\$ 654,297	\$ 729,249
Information Technology (IT) Reserve	<b>\$213,773</b>	\$223,322	\$198,732
Benefits Reserve	<b>\$518,606</b>	\$518,606	\$100,000
<b>Total Reserves per Audited Financial Statements</b>	<b>\$4,339,745</b>	<b>\$4,461,003</b>	<b>\$4,405,846</b>

[illegible]

Variance Analysis March 31, 2019		
Actual to Budget	NET Municipal Variance	Explanation of Unaudited Municipal Share
Ontario Works	\$ 88,700	Municipal share of administration expenses are forecasted to be over budget due to new in year provincial funding of \$127,300 of which \$38,600 is 100% provincial but there is a requirement to match \$88,700 in 50/50 provincial funding.
Child Care	\$ 177,138	Municipal share of Child Care administration expenses is forecasted to be on budget. New funding has been announced. Expansion costs will now be shared 20% by Municipalities. This cost has been forecasted to be \$177,138 based on \$1,180,921 being the operating portion of expansion costs. The 20% funding for 2019 is effective April 1, 2019.
		<b>(\$45,778) + (\$111,522) + (\$7,288) = (\$164,588) surplus</b>
		Federal Funding is forecasted to be <b>(\$45,778)</b> more than budgeted.
Social Housing	\$ (164,588)	Direct operated rev & exp and program support allocation is forecasted to be <b>(\$111,522)</b> under budget - Rental Revenues are forecasted to be (\$99,959) more than budgeted. - Direct operating expenses are forecasted to be \$10,948 over budget due to: utilities and taxes (\$10,642) under budget, salaries & benefits for custodians \$3,705 over budget, and maintenance expenses over budget \$38,313, other administrative expenses under budget (\$20,428) - Program Support Allocation is forecasted to be (\$22,511) under budget.
		Non-Profit, Rent Supp. and Urban Native expenses are forecasted to be <b>(\$7,288)</b> under budget.
		Paramedic Services is forecasted to be <b>\$86,158 + \$450,562 = \$536,720</b> over budget.
		The MOHLTC funding is forecasted to be less than budgeted by <b>\$86,158</b> deficit, this is due to 2019 TWOMO and First Nation Funding not allocated as of report date. The 50% Funding has been announced and is currently the same as 2018 which is the budgeted amount.
Paramedic Services	\$ 536,720	Medic Staffing is forecasted to be over budget by <b>\$31,054</b> due to: - Regular Wages are forecasted to be over budget by \$20,343; Other Wages are forecasted to be under budget by (\$8,034); Replacement wages are forecasted to be over budget by \$18,745. - Benefits are forecasted to be over budget by <b>\$453,078</b> due to: WSIB NEER \$443,437, Severance Accrual \$62,100, and other benefits (\$52,439)
		Administration Wages and Benefits are forecasted to be <b>(\$65,480)</b> under budget due to Wikwemikong new budget approved administration allocation.
		Non Wages are forecasted to be over budget by <b>\$31,910</b> . - Program Support is forecasted to be (\$32,684) under budget - Transportation & Communication is forecasted to be (\$7,340) under budget - Vehicle repairs and maintenance is forecasted to be \$18,680 over budget - Building repairs and maintenance, grounds and utilities are forecasted to be \$41,716 over budget - Supplies are forecasted to be \$11,538 over budget.
Interest Revenue	\$ (85,589)	Interest Revenue is forecasted to be <b>\$85,589</b> more than budgeted which results in a municipal surplus.
	<b>\$ 552,381</b>	

**MANITOULIN-SUDBURY  
DISTRICT SERVICES BOARD**

**Financial Statements**

**Year Ended December 31, 2018**



## **MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS**

The accompanying financial statements of Manitoulin-Sudbury District Services Board ("Board") are the responsibility of the Board's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to these financial statements. The preparation of the financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Board's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Board members meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Freelandt Caldwell Reilly LLP, independent external auditors appointed by the Board. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Board's financial statements.

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Chief Administrator Officer

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Director of Finance

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Date



## INDEPENDENT AUDITORS' REPORT

**To the Members of Manitoulin-Sudbury District Services Board and Members of Councils,  
Inhabitants and Ratepayers of Municipalities listed in Note 2**

### *Opinion*

We have audited the financial statements of Manitoulin-Sudbury District Services Board, which comprise the financial position as at December 31, 2018, and the statements of operations and changes in accumulated surplus, changes in net assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Manitoulin-Sudbury District Services Board as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Other Matter*

Our examination was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information included in Schedules 1 through 7 is presented for purposes of management analysis, budgeting and funding provider analysis and is not a required part of the basic financial statements. The supplementary schedules have not been and are not intended to be prepared in accordance with Canadian generally accepted accounting principles. The supplementary schedules have been subjected to the auditing procedures applied in the examination of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Responsibilities of Management and Those Charged with Governance for the Financial Statements*  
Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

## INDEPENDENT AUDITORS' REPORT (continued)

### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**FREELANDT CALDWELL REILLY LLP**

*Freelandt Caldwell Reilly LLP*

Chartered Professional Accountants  
Licensed Public Accountants

Espanola, Ontario  
May 23, 2019

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Statement of Financial Position****Year ended December 31, 2018 with comparative figures for 2017**

	2018 \$	2017 \$
<b>Financial Assets</b>		
Cash and cash equivalents	10,149,782	9,072,368
Accounts receivable	396,528	663,237
	10,546,310	9,735,605
<b>Liabilities</b>		
Accounts payable and accrued liabilities	5,872,250	4,868,118
Deferred contributions (note 4)	816,456	774,026
Mortgage payable (note 6)	-	15,751
Capital lease obligation (note 7)	560,218	700,272
	7,248,924	6,358,167
<b>Net assets (note 8)</b>	3,297,386	3,377,438
<b>Non-financial Assets (note 9)</b>		
Tangible capital assets (note 10)	17,463,724	18,013,113
Prepaid expenses	178,086	181,628
Prepaid assistance	372,117	356,583
	18,013,927	18,551,324
<b>Accumulated Surplus</b>	21,311,313	21,928,762

Contingent liabilities (note 11)

Approved by the Board of Directors:

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The accompanying notes are an integral part of the financial statements

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Statement of Operations and Changes in Accumulated Surplus****Year ended December 31, 2018 with comparative figures for 2017**

	<b>2018 Budget \$</b>	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
<b>Revenue</b>			
Ontario Works Administration Programs	8,302,037	8,047,528	7,652,518
Land ambulance / EMS Services	16,312,700	17,006,255	16,542,995
Social Housing	4,908,832	4,839,125	5,535,759
Child Care Programs	7,469,256	9,269,921	6,125,125
Homelessness Programs	629,054	635,857	442,834
Other revenue	281,825	405,191	297,886
<b>Total revenue</b>	<b>37,903,704</b>	<b>40,203,877</b>	<b>36,597,117</b>
<b>Expenditures</b>			
Ontario Works Administration Programs	8,284,926	8,035,564	7,641,429
Land ambulance / EMS Services	16,286,088	17,560,876	16,817,372
Social Housing	4,906,918	4,901,646	5,611,885
Child Care Programs	7,469,256	9,269,921	6,125,125
Homelessness Programs	629,054	635,857	442,834
Other expenditures	227,133	278,372	280,354
<b>Total expenditures</b>	<b>37,803,375</b>	<b>40,682,236</b>	<b>36,918,999</b>
<b>Annual surplus (deficit) before undernoted item</b>	<b>100,329</b>	<b>(478,359)</b>	<b>(321,882)</b>
Refund of prior years' Municipal Apportionment	-	(139,090)	(275,471)
<b>Annual surplus (deficit)</b>	<b>100,329</b>	<b>(617,449)</b>	<b>(597,353)</b>
<b>Accumulated surplus, beginning of year</b>	<b>21,928,762</b>	<b>21,928,762</b>	<b>22,526,115</b>
<b>Accumulated surplus, end of year</b>	<b>22,029,091</b>	<b>21,311,313</b>	<b>21,928,762</b>

The accompanying notes are an integral part of the financial statements

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**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Statement of Changes in Net Assets****Year ended December 31, 2018 with comparative figures for 2017**

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	<b>2018 Budget \$</b>	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
<b>Annual surplus (deficit)</b>	100,329	(617,449)	(597,353)
Acquisition of tangible capital assets	-	(1,064,070)	(858,142)
Amortization of tangible capital assets	15,751	1,598,237	1,542,774
Gain on disposal of tangible capital assets	-	(15,491)	(20,985)
Proceeds on disposal of tangible capital assets	-	30,713	20,985
Change in prepaid expenses	-	3,542	17,507
Change in prepaid assistance	-	(15,534)	(2,992)
Change in net assets	116,080	(80,052)	101,794
<b>Net assets, beginning of year</b>	<b>3,377,438</b>	<b>3,377,438</b>	<b>3,275,644</b>
<b>Net assets, end of year</b>	<b>3,493,518</b>	<b>3,297,386</b>	<b>3,377,438</b>

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The accompanying notes are an integral part of the financial statements

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Statement of Cash Flows****Year ended December 31, 2018 with comparative figures for 2017**

	2018 \$	2017 \$
<b>Cash flows from operations</b>		
Annual surplus (deficit)	(617,449)	(597,353)
<b>Non-cash items including amortization</b>		
Amortization of tangible capital assets	1,598,237	1,542,774
Gain on disposal of tangible capital assets	(15,491)	(20,985)
<b>Changes in non-cash assets and liabilities</b>		
Accounts receivable	266,709	(436,883)
Accounts payable and accrued liabilities	1,004,132	752,819
Deferred contributions	42,430	(61,206)
Prepaid expenses	3,542	17,507
Prepaid assistance	(15,534)	(2,992)
	2,266,576	1,193,681
<b>Capital transactions</b>		
Proceeds on disposal of tangible capital assets	30,713	20,985
Cash used to acquire tangible capital assets	(1,064,070)	(858,142)
	(1,033,357)	(837,157)
<b>Financing transactions</b>		
Repayment of capital lease obligation	(140,054)	(140,055)
Repayment of mortgage payable	(15,751)	(62,334)
	(155,805)	(202,389)
Increase in cash	1,077,414	154,135
Cash and cash equivalents, beginning of year	9,072,368	8,918,233
Cash and cash equivalents, end of year	10,149,782	9,072,368

The accompanying notes are an integral part of the financial statements

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# MANITOULIN-SUDBURY DISTRICT SERVICES BOARD

## Notes to the Financial Statements

Year ended December 31, 2018

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### 1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Board are the representation of management. The financial statements are prepared using Canadian public sector accounting standards as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants.

**a) Basis of accounting**

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

**b) Cash and cash equivalents**

Cash and cash equivalents consist of cash on hand and balances held by major financial institutions and short-term investments which are readily convertible into a known amount of cash and are subject to an insignificant risk to changes in fair value.

**c) Leases**

Leases are classified as either capital or operating leases. Leases that transfer substantially all of the benefits and inherent risks of ownership of property to the company are accounted for as capital leases. At the time a capital lease is entered into, an asset is recorded together with its related long-term obligation to reflect the acquisition and financing. Equipment recorded under capital leases is amortized on the same basis as described below. Payments under operating leases are expensed as incurred.

**d) Tangible capital assets**

Tangible capital assets are recorded at cost. The Board provides for the amortization using the straight-line method designed to amortize the cost, less any residual value, of the tangible capital asset over the estimated useful life of the asset. The annual amortization rates are follows:

Assets	Basis	Rate %
Buildings	Straight-line	4
Computer equipment	Straight-line	30
Vehicles, machinery and equipment	Straight-line	30
Furniture, fixtures, and other equipment	Straight-line	20
Software	Straight-line	100

Additions are amortized at the full annual rate in the year of acquisition. No amortization is recorded in the year of disposal.

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# MANITOULIN-SUDBURY DISTRICT SERVICES BOARD

## Notes to the Financial Statements

Year ended December 31, 2018

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### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### e) Revenue recognition and deferred contributions

Revenue from government grants and contributions are recognized in the period that the events giving rise to the government transfer have occurred as long as: the transfer is authorized; the eligibility criteria, if any, have been met; and the amount can reasonably be estimated. Government contributions received before these criteria have been met are recorded in the accounts as deferred contributions in the year of receipt and are recognized as revenue in the period in which all the recognition criteria have been met.

Other revenues including certain user fees, rents and interest are recorded on the accrual basis, when earned, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Provincial Ministries subsidize the operations of the Manitoulin-Sudbury District Services Board. Since the operations are reviewed by the Ministries in the subsequent fiscal period, subsidy adjustments, if any, are recorded in the year in which the adjustments are determined.

#### f) Financial instruments

##### *Measurement of financial instruments*

The Board initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The Board subsequently measures its financial assets and financial liabilities at amortized cost, except for investments in equity securities that are quoted in an active market, which are subsequently measured at fair value. Changes in fair value are recognized in annual surplus in the period they occur.

Financial assets measured at amortized cost include cash and cash equivalents, and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, mortgage payable and capital lease obligation.

##### *Impairment*

Financial assets measured at other than fair value are tested for impairment when there are indicators of possible impairments. When a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial asset or group of assets, a write-down is recognized in the annual surplus.

When events occurring after the impairment confirm that a reversal is necessary, the reversal is recognized in the annual surplus, in the period it is identified and measurable up to the amount of the previously recognized impairment.



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**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Notes to the Financial Statements****Year ended December 31, 2018**

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**1. SIGNIFICANT ACCOUNTING POLICIES (continued)****g) Use of estimates**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of certain assets and liabilities at the date of the financial statements and reported amounts of certain revenues and expenditures during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. Estimates used in the preparation of the accompanying financial statements include certain accounts receivable, allowances for accounts receivable, certain deferred contributions, amounts repayable to certain funders and the estimated useful lives of tangible capital assets.

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Notes to the Financial Statements****Year ended December 31, 2018****2. MUNICIPAL APPORTIONMENT**

Municipal apportionment is allocated to programs as follows:

	2018 \$	2017 \$
Ontario Works	1,035,400	1,182,225
Land Ambulance	6,533,090	6,397,062
Social Housing	2,242,459	2,278,573
Child Care	626,038	663,468
Administration	(99,163)	(99,163)
	10,337,824	10,422,165

	2018 %	2017 %
<b>Municipal Percentage Share</b>		
Town of Espanola	11.460	10.850
Township of Sables-Spanish Rivers	6.270	6.280
Township of Baldwin	1.100	1.100
Township of Nairn and Hyman	1.470	1.440
Municipality of Markstay - Warren	5.430	5.430
Municipality of St. Charles	3.700	3.790
Municipality of French River	11.210	11.460
Town of Chapleau	1.830	1.780
Township of Cockburn Island	0.220	0.190
Township of Gordon and Barrie Island	2.630	2.640
Township of Burpee and Mills	1.350	1.380
Town of Gore Bay	1.370	1.410
Township of Billings	3.330	3.400
Township of Central Manitoulin	7.420	7.510
Township of Tehkummah	1.440	1.440
Township of Northeastern Manitoulin and the Islands	10.190	10.310
Township of Assiginack	3.530	3.580
Municipality of Killarney	6.170	6.110
Other unorganized areas within the Manitoulin-Sudbury Districts	19.900	19.900

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**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Notes to the Financial Statements****Year ended December 31, 2018**

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**3. PENSION AGREEMENTS**

The Board makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of the members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to OMERS for 2018 was \$1,057,582 (2017 - \$1,020,204) for current service and is included on the statement of operations and changes in accumulated surplus.

At December 31, 2018, the OMERS pension plan had total assets of \$111.8 billion (2017 - \$105.7 billion) and an accumulated deficit of \$2.64 billion (2017 - \$0.77 billion surplus).

**4. DEFERRED CONTRIBUTIONS**

Deferred contributions consist of unspent provincial subsidies for the following programs:

	2018	2017
	\$	\$
Ontario Works	20,264	69,040
Land Ambulance	320,262	38,331
Social Housing	430,796	28,663
Child Care	42,086	609,670
Homelessness	3,048	28,322
	816,456	774,026

**5. COMMITMENTS**

The Board rents office and EMS service space under leases with terms as follows:

	Annual Rent	Expiry date
	\$	\$
Noelville - EMS	46,319	2029
Little Current - OW	26,105	2029
Warren - OW	14,861	2021
Killarney - EMS	38,731	2029

In addition, the Board rents office and EMS space in several locations under month to month leases with no specific term.

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**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Notes to the Financial Statements****Year ended December 31, 2018**

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**6. MORTGAGE PAYABLE**

	2018	2017
	\$	\$
<b>C.M.H.C.</b>		
1.67% mortgage payable \$63.157 per annum including interest, due April 1, 2018 secured by land and buildings at 10 O'Neil Street, Webbwood ON	-	15,751

**7. CAPITAL LEASE OBLIGATION**

The capital lease is recorded at an amount equal to the present value of the minimum lease payments using the lower of the company's incremental borrowing rate and the interest rate implicit in the lease. The interest rate on this obligation is 2%. The following is a schedule of future minimum lease payments under capital leases:

	\$
2019	140,054
2020	140,055
2021	140,054
2022	140,055
	560,218

The capital lease is secured by equipment with a net book value of \$560,218 (2017 - \$700,272) which is included in furniture, fixtures and other equipment (see tangible capital assets note 9).

**8. NET ASSETS**

The balance on the statement of financial position of net assets at the end of the year is comprised of the following:

	2018	2017
	\$	\$
To be used:		
for the general increase in (reduction of) annual operations	(1,042,359)	(1,083,565)
for reserves and reserve funds (schedule 7)	4,339,745	4,461,003
<b>Total net assets</b>	<b>3,297,386</b>	<b>3,377,438</b>

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**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Notes to the Financial Statements****Year ended December 31, 2018**

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**9. NON-FINANCIAL ASSETS**

Tangible capital assets, prepaid expenses and prepaid assistance are accounted for as assets by the Board, because they can be used to provide services in future periods. These assets do not normally provide resources to discharge liabilities of the Board unless they are sold.

# MANITOULIN-SUDBURY DISTRICT SERVICES BOARD

Notes to the Financial Statements

Year ended December 31, 2018

## 10. TANGIBLE CAPITAL ASSETS

	Capital Work in Progress \$	Land \$	Buildings \$	Furniture, fixtures, and other equipment \$	Computer Equipment \$	Vehicles, Machinery & Equipment \$	2018 Total \$
<b>Cost</b>							
Balance, beginning of year	-	4,744,410	22,930,961	2,097,911	264,485	3,893,655	33,931,422
Additions	-	-	74,122	462,497	70,243	457,208	1,064,070
Disposals	-	-	-	-	-	(294,217)	(294,217)
Balance, end of year	-	4,744,410	23,005,083	2,560,408	334,728	4,056,646	34,701,275
<b>Accumulated Amortization</b>							
Balance, beginning of year	-	-	11,953,853	1,146,870	243,837	2,573,749	15,918,309
Disposals	-	-	-	-	-	(278,995)	(278,995)
Amortization expense	-	-	797,622	332,509	25,626	442,480	1,598,237
Balance, end of year	-	-	12,751,475	1,479,379	269,463	2,737,234	17,237,551
Net book value	-	4,744,410	10,253,608	1,081,029	65,265	1,319,412	17,463,724

	Capital Work in Progress \$	Land \$	Buildings \$	Furniture, fixtures, and other equipment \$	Computer Equipment \$	Vehicles, Machinery & Equipment \$	2017 Total \$
<b>Cost</b>							
Balance, beginning of year	-	4,744,410	22,596,827	1,989,976	264,485	4,309,089	33,904,787
Additions	-	-	334,134	107,935	-	416,073	858,142
Disposals	-	-	-	-	-	(831,507)	(831,507)
Balance, end of year	-	4,744,410	22,930,961	2,097,911	264,485	3,893,655	33,931,422
<b>Accumulated Amortization</b>							
Balance, beginning of year	-	-	11,153,073	878,409	216,899	2,958,661	15,207,042
Disposals	-	-	-	-	-	(831,507)	(831,507)
Amortization expense	-	-	800,780	268,461	26,938	446,595	1,542,774
Balance, end of year	-	-	11,953,853	1,146,870	243,837	2,573,749	15,918,309
Net book value	-	4,744,410	10,977,108	951,041	20,648	1,319,906	18,013,113

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**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Notes to the Financial Statements****Year ended December 31, 2018**

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**10 TANGIBLE CAPITAL ASSETS (continued)**

Included in furniture, fixtures and other equipment are assets under capital lease with cost and accumulated amortization of \$980,381 (2017 - \$980,381) and \$420,163 (2017 - \$280,109), respectively.

**11. CONTINGENT LIABILITIES**

The Board is contingently liable for accumulated sick leave in the amount of \$160,798 (2017 - \$183,415) for EMS employees. Accumulated sick leave is only payable to cover illness related absences and there is no liability to pay any amounts to employees on change or termination of employment.

No liability is reflected in these financial statements for the accumulated sick leave to EMS employees.

Provincial Ministries subsidize the operations of the Manitoulin-Sudbury District Services Board. Since the operations are reviewed by the Ministries in the subsequent fiscal period, subsidy adjustments, if any, are recorded in the year in which the adjustments are determined.

**12. FORGIVABLE LOANS**

Included in the Social Housing Program expenditures is \$185,299 (2017 - \$553,739) in grants with forgivable conditions. These grants are issued to low income home owners as forgivable loans. The loans are to be written off over 10 years. However, if the house is sold before the 10-year forgiveness period, the home owner must repay a pro-rated amount back to the Board. If the Board receives funds because of a homeowner selling their property, the amount is used by the Board to grant a new loan to another low income home owner.

**13. EXPENDITURES BY OBJECT**

As required by Section 1201.086 of the Public Sector Accounting Board reporting requirements, these financial statements report on the Board's expenditures by function. The Board's expenditures by object are as follows:

	2018	2017
	\$	\$
Salaries, wages and benefits	16,656,324	16,012,581
Contracted services	12,156,733	10,988,444
Materials	2,719,018	2,020,787
Rents and financial items	436,533	278,140
Interest on mortgage payable	269	823
External transfers	7,115,122	6,075,450
Amortization of tangible capital assets	1,598,237	1,542,774
	40,682,236	36,918,999

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**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD**

Notes to the Financial Statements

Year ended December 31, 2018

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**14. BUDGET AND OPERATING RESULTS**

The Budget adopted by the Board was not prepared on a basis consistent with that used to report actual results in the financial statements. The budget was prepared on a modified accrual basis while public sector accounting standards require the full accrual basis. The budget figures expense all tangible capital acquisitions and does not include a provision for amortization expense. As a result, the budget figures presented in the statements of operations and changes in net assets represent the budget adopted by the Board adjusted as follows:

	2018 \$
Budget surplus approved by the Board	100,329
Add: Net budgeted transfers to/from reserves and reserve funds	(100,329)
	-

Similarly, the actual operating results for the year are presented using public sector accounting standards which require the full accrual basis. Thus, the actual operating results presented in the statements of operations and changes in net assets represent actual results adjusted as follows:

	2018 \$
Excess (deficiency) of revenue over expenditures before undernoted items per schedules/programs:	
Ontario Works Administration Programs - Schedule 1	(3,740)
Land Ambulance / EMS Services - Schedule 2	(427,578)
Social Housing Programs - Schedule 3	392,620
Child Care Programs - Schedule 4	-
Homelessness Programs - Schedule 5	-
Other Revenue and Expenditures - Schedule 6	90,932
	52,234
Add: Net transfers to/from reserves and reserve funds - prior	34,553
Less: Repayment of mortgage payable	(15,751)
<b>DSB excess of revenues over expenditures before adjustments below</b>	<b>71,036</b>
Adjustment to Canadian Public Sector Accounting Standards:	
Add: Net transfers to/from reserves and reserve funds - current	(155,811)
Less: Net tangible capital acquisitions, proceeds and amortization	(393,584)
<b>Annual surplus (deficit) before refund of prior year Municipal Apportionment</b>	<b>(478,359)</b>



**15. FINANCIAL INSTRUMENTS**

Transactions in financial instruments may result in an entity assuming or transferring financial instruments to or from another party. The Board is exposed to the following risks associated with financial instruments and transactions it is a party to:

(a) Credit risk

Credit risk is the risk that one party to a financial transaction will fail to discharge a financial obligation and cause the other party to incur a financial loss. The Board is exposed to this risk relating to its cash and cash equivalents and accounts receivable.

The Board minimizes risk associated with cash and cash equivalents by ensuring these financial assets are placed with large reputable financial institutions with high credit ratings.

The Board incurs receivable transactions, in the normal course of operations, and is exposed to credit risk associated with its accounts receivable balances of \$396,528 (2017 - \$663,237). The Board minimizes this risk through management's on-going monitoring of amounts due to the organization and collections. Valuations of amounts due to the organization are performed on a regular basis and adjustments for amounts determined to be uncollectable are recorded when applicable.

(b) Concentration risk

Concentration risk is the risk that an entity's balance due to the Board has a value of more than ten percent of the total accounts receivable and thus there is a higher risk to the Board in the event of a default by one of these entities. At December 31, 2018 receivables from two organization comprised approximately 59% of the total outstanding receivables. The Board reduces this risk by regularly assessing the credit risk associated with these accounts and closely monitors any overdue balances.

(c) Liquidity risk

Liquidity risk is the risk that an organization cannot repay its obligations when they become due to its creditors. The Board is exposed to this risk associated with its accounts payable and accrued liabilities balances of \$5,872,250 (2017 - \$4,868,118). The Board reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due, and maintains adequate cash resources to repay creditors, mortgage interest and principal and capital lease obligation principal and interest as those liabilities become due.

**15. FINANCIAL INSTRUMENTS (continued)****(d) Interest rate risk**

Interest rate risk is the potential for financial loss caused by fluctuations in fair value or future cash flows of financial instruments because of changes in market interest rates. The Board is exposed to this risk through its interest-bearing cash balances, the interest rates of which change over time due to a variety of financial market factors and may cause changes in interest earnings in future periods.

**SCHEDULE 1**

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD**  
**ONTARIO WORKS ADMINISTRATION PROGRAMS**  
**Schedule of Revenue and Expenditures**  
**Year ended December 31, 2018 with comparative figures for 2017**

	<b>2018</b>	<b>2018</b>	<b>2017</b>
	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Revenue</b>			
Provincial Subsidy			
OW General	5,404,467	5,134,694	4,636,384
OW Administration and Employment programs	1,364,000	1,394,900	1,355,000
Employment Ontario	268,500	271,067	254,382
Youth Employment Fund	194,513	197,904	191,342
Canada Ontario Job Grant	35,157	6,654	21,617
Other subsidy	-	2,612	4,568
Municipal apportionment	1,035,400	1,035,400	1,182,225
<b>Total revenue</b>	<b>8,302,037</b>	<b>8,043,231</b>	<b>7,645,518</b>
<b>Expenditures</b>			
OW General	5,404,467	5,123,348	4,762,034
Administration and Employment Expenses (Schedule 1A)	2,261,889	2,306,589	2,263,681
Employment Ontario	268,500	271,067	254,382
Youth Employment	194,513	197,904	191,341
National Child Benefit	120,400	120,400	120,760
Canada Ontario Job Grant expense	35,157	6,654	21,617
Other subsidy expense	-	2,580	4,425
<b>Total expenditures</b>	<b>8,284,926</b>	<b>8,028,542</b>	<b>7,618,240</b>
<b>Excess of revenue over expenditures before net transfers to reserves</b>	<b>17,111</b>	<b>14,689</b>	<b>27,278</b>
Transfer to reserves - current	(17,111)	(17,111)	(17,111)
Transfer to reserves - prior	-	(1,318)	-
<b>Net transfer to reserves</b>	<b>(17,111)</b>	<b>(18,429)</b>	<b>(17,111)</b>
<b>Excess (deficiency) of revenue over expenditures before undernoted items</b>	<b>-</b>	<b>(3,740)</b>	<b>10,167</b>
Capital assets included in expenditures	-	50,218	23,643
Proceeds on disposition included in expenditures	-	(19,519)	(7,000)
Gain on disposition of capital assets	-	4,297	7,000
Amortization of capital assets	-	(37,721)	(39,832)
<b>Excess (deficiency) of revenue over expenditures</b>	<b>-</b>	<b>(6,465)</b>	<b>(6,022)</b>

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****Analysis of Ontario Works Administration Expenditures****Year ended December 31, 2018 with comparative figures for 2017**

	<b>2018 Budget \$</b>	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
<b>Administration and Employment Expenses</b>			
Salaries and benefits	1,221,780	1,252,710	1,306,734
Purchased services	571,091	655,727	478,008
Travel and training	111,312	100,225	93,871
Employment funded expenses - CPE and ERE training	129,071	79,441	130,134
Computer software and hardware	71,287	68,568	68,370
Accommodation costs	63,658	66,364	77,457
Office supplies and postage	33,521	25,067	49,136
Insurance	21,015	22,317	20,971
Board travel, meetings	16,421	13,714	16,382
Telephone and communications	13,659	12,488	14,096
Audit and accounting fee	6,800	8,491	6,644
Advertising	525	950	1,144
Legal and consulting fee	1,749	427	734
	<b>2,261,889</b>	<b>2,306,589</b>	<b>2,263,681</b>

**SCHEDULE 2**

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD**  
**LAND AMBULANCE / EMS SERVICES**  
**Schedule of Revenue and Expenditures**  
**Year ended December 31, 2018 with comparative figures for 2017**

	<b>2018 Budget \$</b>	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
<b>Revenue</b>			
Provincial Subsidy			
Operating	7,408,503	7,813,368	7,680,917
Wikwemikong (Schedule 2A)	1,946,207	2,082,591	1,945,531
Patient Transfer Service	396,900	478,655	435,767
Community Paramedicine	28,000	87,067	69,378
Other	-	290	355
Municipal apportionment	6,533,090	6,533,090	6,397,062
<b>Total revenue</b>	<b>16,312,700</b>	<b>16,995,061</b>	<b>16,529,010</b>
<b>Expenditures</b>			
Salaries and benefits	11,555,935	12,258,771	11,877,927
Wikwemikong expenses (Schedule 2A)	1,946,207	2,082,591	1,945,531
Capital expenditures	677,412	887,781	673,436
Vehicle expenses	517,871	640,276	540,719
Patient transfer services	396,900	478,655	435,767
Building expenses	337,388	399,535	384,240
Transportation and communication	242,900	246,402	230,918
Administrative expenses	260,854	238,836	243,742
Medical supplies and equipment	149,938	159,978	118,731
Other supplies and equipment	117,599	139,265	108,029
Community Paramedicine expenses	28,000	87,067	69,378
Interest expense	55,084	55,084	58,122
<b>Total expenditures</b>	<b>16,286,088</b>	<b>17,674,291</b>	<b>16,686,540</b>
<b>Excess (deficiency) of revenue over expenditures before net transfers (to) from reserves</b>	<b>26,612</b>	<b>(679,230)</b>	<b>(157,530)</b>
Transfer from reserves - current	758,492	998,072	673,436
Transfer to reserves - current	(785,104)	(785,104)	(710,292)
Transfer from reserves - prior	-	38,684	-
<b>Net transfer (to) from reserves</b>	<b>(26,612)</b>	<b>251,652</b>	<b>(36,856)</b>
<b>Excess (deficiency) of revenue over expenditures before undernoted items</b>	<b>-</b>	<b>(427,578)</b>	<b>(194,386)</b>
Capital assets included in expenditures	-	804,498	509,416
Capital lease expenditures	-	140,054	140,054
Proceeds on disposition included in expenditures	-	(11,194)	(13,985)
Gain on disposition of capital assets	-	11,194	13,985
Amortization of capital assets	-	(819,943)	(766,317)
<b>Excess (deficiency) of revenue over expenditures</b>	<b>-</b>	<b>(302,969)</b>	<b>(311,233)</b>

## MANITOULIN-SUDBURY DISTRICT SERVICES BOARD

## Analysis of Wikwemikong Ambulance Expenditures

Year ended December 31, 2018 with comparative figures for 2017

	2018 Budget	January to March (3 months)	April to December (9 months)	2018 Total	2017 Total
	\$	\$	\$	\$	\$
<b>Revenue</b>					
Provincial subsidy	1,946,207	793,340	1,289,251	2,082,591	1,945,531
<b>Expenditures</b>					
Salaries and benefits	1,656,633	579,340	1,104,745	1,684,085	1,510,343
Vehicle expenses	67,900	22,928	87,100	110,028	106,581
One time expenses	-	72,438	28,704	101,142	-
Vehicle purchases	-	-	58,566	58,566	178,031
Building expenses	31,550	10,394	25,694	36,088	37,233
Transportation and communication	21,075	13,187	20,516	33,703	22,362
Medical supplies and equipment	29,300	7,379	22,709	30,088	27,363
Other supplies	14,650	2,174	18,047	20,221	14,914
Other services	18,940	2,349	10,566	12,915	19,515
Administration costs	106,159	83,151	(87,396)	(4,245)	29,189
<b>Total expenditures</b>	<b>1,946,207</b>	<b>793,340</b>	<b>1,289,251</b>	<b>2,082,591</b>	<b>1,945,531</b>

## MANITOULIN-SUDBURY DISTRICT SERVICES BOARD

## SOCIAL HOUSING PROGRAMS

## Schedule of Revenue and Expenditures

Year ended December 31, 2018 with comparative figures for 2017

	2018 Budget \$	2018 Actual \$	2017 Actual \$
<b>Revenue</b>			
Rental income	1,165,484	1,250,646	1,169,253
Federal subsidy	920,305	981,708	1,027,367
Provincial Subsidy			
IAH program	471,646	230,957	583,719
SIF program	108,938	130,875	132,654
IEC program	-	2,480	-
SHIP program	-	-	344,193
Municipal apportionment	2,242,459	2,242,459	2,278,573
<b>Total revenue</b>	<b>4,908,832</b>	<b>4,839,125</b>	<b>5,535,759</b>
<b>Expenditures</b>			
Wages and benefits	955,787	802,037	838,134
Utilities	688,465	607,609	655,527
Maintenance materials and services	436,023	453,736	414,200
Transfer to Non-Profit Housing	511,782	450,410	439,388
Capital expenditures	410,271	422,674	392,473
Urban native rent supplement	297,249	306,903	293,788
Housing mortgage costs	302,850	302,850	302,850
IAH program	471,646	230,957	583,719
Municipal taxes	218,931	209,871	210,426
Rent allowance agreement	149,083	149,083	149,083
SIF expenses	108,938	130,875	132,654
Administration	84,167	93,403	135,940
Insurance	80,133	76,121	85,719
Transportation and equipment	67,539	68,411	61,606
Office rent	29,735	26,770	24,439
Housing rent supplement	33,584	23,109	22,712
Bad debts - rental	22,853	15,050	4,010
Professional fees	9,330	8,865	7,280
Other	7,500	3,592	5,703
IEC expenses	-	2,480	-
Interest on long-term debt	-	269	823
SHIP expenses	-	-	344,193
<b>Total expenditures</b>	<b>4,885,866</b>	<b>4,385,075</b>	<b>5,104,667</b>
<b>Excess of revenue over expenditures before net transfers (to) from reserves</b>	<b>22,966</b>	<b>454,050</b>	<b>431,092</b>
Transfer from reserves - current	410,271	422,674	392,473
Transfer to reserves - current	(412,185)	(412,185)	(399,827)
Transfer to reserves - prior	-	(71,919)	(68,438)
<b>Net transfer from (to) reserves</b>	<b>(1,914)</b>	<b>(61,430)</b>	<b>(75,792)</b>
<b>Excess of revenue over expenditures before undernoted items</b>	<b>21,052</b>	<b>392,620</b>	<b>355,300</b>
Capital assets included in expenditures	-	139,111	143,204
Amortization of capital assets	-	(639,931)	(588,088)
Repayment of mortgage payable	(21,052)	(15,751)	(62,334)
<b>Deficiency of revenue over expenditures</b>	<b>-</b>	<b>(123,951)</b>	<b>(151,918)</b>

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD**  
**CHILD CARE PROGRAMS**  
**Schedule of Revenue and Expenditures**  
**Year ended December 31, 2018 with comparative figures for 2017**

	2018 Budget \$	2018 Actual \$	2017 Actual \$
<b>Revenue</b>			
Provincial Subsidy			
MEDU operating subsidy	5,208,148	6,636,714	4,569,751
Resource Centre	1,283,615	1,317,064	432,000
Journey ToGether	-	364,650	49,800
Administration	222,202	222,202	219,222
Data Analysis Coordinator	99,153	73,153	73,153
Planning subsidy	30,100	30,100	117,731
Municipal apportionment	626,038	626,038	663,468
<b>Total revenue</b>	<b>7,469,256</b>	<b>9,269,921</b>	<b>6,125,125</b>
<b>Expenditures</b>			
Child care			
Operating grant expenses	2,646,482	2,310,452	2,604,665
Expansion expenses	-	1,586,361	-
Special needs resources	473,814	569,244	466,371
Purchase of service	785,076	568,538	729,317
ELCC expenses	480,000	483,988	-
Salaries and benefits	478,852	465,649	479,443
Journey ToGether	-	364,650	49,800
Wage enhancement	309,088	323,969	326,318
Play based materials and equipment	170,780	305,856	167,122
Capacity building	244,200	253,100	188,215
Repairs and maintenance	145,000	168,195	134,033
Ontario works	121,423	121,423	121,424
Administration costs	93,673	106,875	90,103
Planning expenses - non Family support program	-	-	87,631
Fee stabilization	-	87,429	-
Home child care expenses	-	25,875	-
	<b>5,948,388</b>	<b>7,741,604</b>	<b>5,444,442</b>
Family support program			
Resource Centres	1,391,615	1,425,064	577,430
Data analysis coordinator	99,153	73,153	73,153
Planning expenses	30,100	30,100	30,100
	<b>1,520,868</b>	<b>1,528,317</b>	<b>680,683</b>
<b>Total expenditures</b>	<b>7,469,256</b>	<b>9,269,921</b>	<b>6,125,125</b>
<b>Excess of revenue over expenditures before net transfers to reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>
Transfer to reserves - current	-	-	-
Transfer to reserves - prior	-	-	-
<b>Net transfer to reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess of revenue over expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>



## MANITOULIN-SUDBURY DISTRICT SERVICES BOARD

## HOMELESSNESS PROGRAMS

## Schedule of Revenue and Expenditures

Year ended December 31, 2018 with comparative figures for 2017

	2018 Budget \$	January to March (3 months) \$	April to December (9 months) \$	2018 Total \$	2017 Total \$
<b>Revenue</b>					
Provincial subsidy - CHPI	629,054	182,592	449,915	632,507	442,834
Provincial subsidy - OESP	-	3,350	-	3,350	-
	629,054	185,942	449,915	635,857	442,834
<b>Expenditures</b>					
Program expense					
- Housing with Related Supports	327,097	64,178	255,458	319,636	214,710
Program expense					
- Emergency Shelter Solutions	155,000	31,032	134,906	165,938	135,000
Program expense					
- Homelessness Prevention	78,259	29,138	59,551	88,689	88,876
Program expense					
- CHPI Administration Expenses	62,164	60,039	-	60,039	-
Program expense					
- Other Services and Support	6,534	1,555	-	1,555	4,248
<b>Total expenditures</b>	629,054	185,942	449,915	635,857	442,834
<b>Excess of revenue over expenditures</b>	-	-	-	-	-

## SCHEDULE 6

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD**  
**OTHER REVENUE AND EXPENDITURES**  
**Schedule of Revenue and Expenditures**  
**Year ended December 31, 2018 with comparative figures for 2017**

	<b>2018 Budget \$</b>	<b>2018 Actual \$</b>	<b>2017 Actual \$</b>
<b>Revenue</b>			
Interest income	154,247	245,179	153,742
Other	127,578	127,578	144,144
TWOMO Subsidy	-	26,895	-
NOSDA	-	5,539	-
<b>Total revenue</b>	<b>281,825</b>	<b>405,191</b>	<b>297,886</b>
<b>Expenditures</b>			
IT expenses	127,970	132,127	94,988
Municipal apportionment	99,163	99,163	99,163
Election expenses	-	26,895	-
NOSDA expenses	-	5,539	-
Building expenses	-	-	181,879
<b>Total expenditures</b>	<b>227,133</b>	<b>263,724</b>	<b>376,030</b>
<b>Excess (deficiency) of revenue over expenditures before net transfers (to) from reserves</b>	<b>54,692</b>	<b>141,467</b>	<b>(78,144)</b>
Transfer from reserves - current	127,970	132,127	257,302
Transfer to reserves - current	(182,662)	(182,662)	(182,700)
<b>Net transfer to reserves</b>	<b>(54,692)</b>	<b>(50,535)</b>	<b>74,602</b>
<b>Excess (deficiency) of revenue over expenditures before undernoted items</b>	<b>-</b>	<b>90,932</b>	<b>(3,542)</b>
Capital assets included in expenditures	-	70,243	181,879
Gain on disposition of capital assets	-	-	-
Amortization of capital assets	-	(84,891)	(86,203)
<b>Excess of revenue over expenditures</b>	<b>-</b>	<b>76,284</b>	<b>92,134</b>

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD****SCHEDULE 7****OTHER REVENUE AND EXPENDITURES****Schedule of Continuity of Reserves****Year ended December 31, 2018**

	Working Funds \$	Tech Refresh \$	Benefits Reserve \$	Vehicle and Equipment Replacement Reserve \$	Social Housing Capital Funds \$	Total \$
<b>RESERVES</b>						
Balance, beginning of year	1,451,332	223,322	518,606	654,297	1,613,446	4,461,003
Transfers:						-
Appropriations from (to) current	65,750	(9,549)	-	(161,970)	(15,489)	(121,258)
Balance, end of year	1,517,082	213,773	518,606	492,327	1,597,957	4,339,745



**Premier of Ontario**  
**Premier ministre**  
**de l'Ontario**

**RECEIVED**  
**MAY 27 2019**

Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A1  
Édifice de l'Assemblée législative  
Queen's Park  
Toronto (Ontario)  
M7A 1A1

Dear Heads of Council:

Our government was elected to clean up Ontario's financial nightmare that was created by 15 years of mismanagement and irresponsible actions on the part of the Liberals. The \$15 billion annual deficit and \$347 billion long-term debt they left to our children and grandchildren is a direct threat to critical public services the people of Ontario rely on. The interest payments on our debt alone amount to \$1 billion a month, not one cent of which goes to hiring more front line-emergency workers, lowering taxes or paying down the debt.

Getting Ontario back on a path to balance is essential for protecting important government services, long-term prosperity, attracting investment and creating good-paying jobs.

And we also believe that every government needs to step up and do its part; there is only one taxpayer, and the job of finding savings while protecting core services rests with every elected official in Ontario.

Having spent time at the city level I also understand that, with municipal budgets already set for the 2019-20 fiscal year, our partners need to have flexibility to achieve those savings.

After listening to the concerns of our partners and following the advice of my Minister of Municipal Affairs and Housing, Steve Clark, our government has made the decision to maintain the in-year cost sharing adjustments for land ambulance, public health and child care services.

Minister Clark has advised us to take this approach on the understanding that, as partners, Ontario's municipalities will use the additional time to work with the Government of Ontario to transform critical shared public services and find the efficiencies that will ensure their sustainability.

Our commitment to provide \$7.35 million, through the Audit and Accountability Fund, to help large municipalities find four cents on every dollar will support these efforts. And the \$200 million we have committed to small and rural municipalities to modernize services will also play an important part in meeting these objectives.

Our government was elected to protect public services for future generations, and a big part of that is by balancing the budget in a responsible way – that was our commitment. It is reassuring for me to hear that municipalities understand the fiscal challenges we face, but more importantly they understand that we face these challenges together. I look forward to working collaboratively with you to find savings, strengthen front-line services and protect what matters most to the people of Ontario. Sincerely,

The Hon. Doug Ford  
Premier of Ontario

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**BY-LAW # 19-07**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK  
TO APPOINT VARIOUS EMPLOYEES.**

**WHEREAS** the necessary authority is found in Section 8 of the Municipal Act, SO., 2001 Chapter 25 as amended;

**AND WHEREAS** Section 5(3) of the Municipal Act, S.O., 2001, c 25, as amended, provides that a municipal power shall be exercised by by-law;

**AND WHEREAS** The Council of the Corporation of the Township of Assignack deems it beneficial to the community to hire various employees pursuant to Employment Agreements;

**NOW THEREFORE THAT** the Council of the Corporation of the Township of Assignack ENACTS AS FOLLOWS:

1. THAT Ed Sagle be appointed as a Public Works Employee;
2. THAT Kyle Bond be appointed as Maintenance Superintendent;
3. THAT Cole Bowerman be appointed as Landfill Attendant;
4. THAT Cheryl O'Brien be appointed as Marian Supervisor;
5. THAT this by-law shall come into force and take effect upon the third and final reading.

Read a first, second and third time and finally passed this 4<sup>th</sup> day of June, 2019.

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Mayor: Dave Ham

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Deputy Clerk: Alton Hobbs