

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 06-671

Being a by-law to authorize the execution of an Agreement between the ministry of Health and Long-Term Care and the Corporation of the Municipality of Temagami for a Temagami Family Health Team Development Grant.

WHEREAS under Section 8 of the Municipal Act, 2001, S.O., 2001 C.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other act;

AND WHEREAS under section 9. (1) (a) and (b) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, Section 8 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues.


NOW THEREFORE the Council of the Corporation of the Municipality of Temagami enacts as follows:

1. The Mayor and Chief Administrative Officer be authorized to execute the agreement on behalf of the Corporation of the Municipality of Temagami, affix the Seal of the Corporation, and deliver the attached agreement known as Schedule 'A' to this By-law and forming part of the By-law;
2. This By-law shall come into force and take effect upon the final passing thereof.

Read a first and second time this 24th day of August, 2006.

Read a third time and finally passed this 24th day of August, 2006.


Mayor


CAO/Clerk

Family Health Teams

Advancing Primary Health Care

Family Health Team Development Grant Agreement

THIS AGREEMENT made as of the 9th day of June 2006
BETWEEN :

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO

as represented by the Minister of Health and Long-Term Care

(the “Ministry”)

- and -

The Corporation of the Municipality of Temagami

(the “Recipient”)

WHEREAS the Ministry has established the Family Health Team Development Fund for the purpose of supporting the implementation of Family Health Teams;

AND WHEREAS the Recipient has applied to the Ministry for funding to develop a Family Health Team implementation plan;

AND WHEREAS the Ministry has agreed to provide such funding in accordance with the terms of this Agreement and its Schedules;

NOW THEREFORE, in consideration of the mutual covenants and Agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby expressly acknowledged, the parties hereto agree as follows:

1 .0 Definitions

1.1 In this Agreement the following words shall have the following meanings:

- (a) “**Agreement**” means this Agreement entered into between the Ministry and the Recipient and all schedules and attachments to this Agreement and any instrument amending this Agreement;

- (b) **"Completion Date"** means the date for completion of the Implementation Plan as provided for in Section 4.3 or such other date as may be agreed to by the parties in writing;
- (c) **"Fiscal Year"** means from April 1st in the year the Grant Funds were provided and until the following March 31st
- (d) **"Grant Fund(s)(ing)"** means the grant funds provided to the Recipient by the Ministry pursuant to this Agreement;
- (e) **"Plan"** means the Implementation Plan described in Schedule "B".

2 .0 Term of the Agreement

- 2.1 The Agreement shall commence on the 9th day of June 2006 and shall expire the 31st day of October 2006, unless terminated earlier pursuant to either section 18.1 or 19.1 of this Agreement.

3 .0 Grant Funding

- 3.1 The Ministry shall provide up to \$72,820.00 to the Recipient for the purpose of completing the Plan.
- 3.2 The Ministry shall disburse the Grant Funds according to the schedule provided in Schedule "A".
- 3.3 Despite sections 3.1 and 3.2 the Ministry shall not provide any Grant Funds to the Recipient until the insurance requirements described in section 13.0 have been met.

4 .0 Implementation Plan

- 4.1 The Recipient shall complete the Plan described in Schedule "B".
- 4.2 The Recipient shall not make any changes to the Plan without the prior written consent of the Ministry.
- 4.3 The Recipient shall carry out and complete the Plan by the 31st day of October 2006.

5 .0 Budget

- 5.1 The Recipient shall only use the Grant Funds for the purpose of completing the Plan and shall expend those funds only in accordance with the budget attached hereto as Schedule "C".
- 5.2 The Recipient shall not make any changes to the budget without the prior written consent of the Ministry.
- 5.3 Despite section 5.2 the Recipient shall be entitled to move funds equalling up to ten percent (10%) of the budget between budget categories within that fiscal year. The Recipient is entitled to flexibly allocate funds for cost items within the same budget category within the same budget.

6 .0 Recipient Warrants

- 6.1 The Recipient warrants that it shall carry out the Plan in compliance with all federal, provincial or municipal laws or regulations, or any orders, rules or by-laws related to any aspect of the Plan.

7 .0 Further Conditions

- 7.1 Any requested changes pertaining to the use of the Grant Funding made by the Recipient and accepted by the Ministry, may be subject to additional terms or conditions agreed to by the parties in order to ensure the proper expenditure and management of the Grant Funds.

8 .0 Accounting

- 8.1 The Recipient shall keep and maintain all records, invoices and other documents relating to the Grant Funds in a manner consistent with generally accepted accounting principles and clerical practices, and shall maintain such records and keep them available for review by the Ministry and its agents until 31st day of March 2014.
- 8.2 The Recipient authorizes the Ministry and its agents, upon twenty-four (24) hours' notice and during normal business hours, to visit the Recipient's premises to review the progress of the Plan and to inspect and copy any records, invoices and documents in the possession or under the control of the Recipient relating to the Plan and the Grant Funds excluding confidential patient and health practitioner files.
- 8.3 The Ministry's right of inspection in this Agreement includes the right to perform an audit.
- 8.4 To assist the Ministry in the task described in this section, the Recipient shall provide any other information to the Ministry reasonably requested by the Ministry.
- 8.5 The purposes for which the Ministry may exercise its right under this section include:
- a) determining for what items and purposes the Recipient expended the Grant Funds;
 - b) determining whether, and to what extent, the Recipient expended the Grant Funds with due regard to economy and efficiency within the scope of the Plan and Budget; and
 - c) determining whether the Recipient completed the Plan effectively and in accordance with the terms of this Agreement.

9 .0 Tendering for Goods and Services

- 9.1 Subject to any specific implementation details to the contrary set out by the Recipient in the attached Schedules herein, the Recipient shall acquire all supplies, equipment and services leased with the Grant Funds through a competitive process that ensures the best value for funds expended.

10 .0 Conflict of Interest

- 10.1 The Recipient shall ensure that the Plan is carried out in all its aspects without a conflict of interest by any person associated with the Plan in whatever capacity.

- 10.2 For these purposes, a conflict of interest includes a situation in which a person associated with the Plan or any member of his or her family is able to benefit financially from his or her involvement in the Plan. Nothing in this section shall prevent the Recipient if it so chooses from reimbursing its volunteers for their reasonable out of pocket expenses incurred in connection with the Plan.
- 10.3 The Recipient shall disclose to the Ministry without delay any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.

11 .0 Limitation of Liability

- 11.1 The Recipient agrees that the Ministry, its officers, employees and agents shall not be liable for any incidental, indirect, special or consequential damages, injury or any loss or use or profit of the Recipient arising out of or in any way related to the Plan or this Agreement.

12 .0 Indemnity

- 12.1 The Recipient shall indemnify the Ministry, its officers, employees and agents from and against all costs incurred as a result of a claim or proceeding related to the Plan, unless it was caused by the negligence or wilful act of an employee of the Ministry.

13 .0 Insurance

- 13.1 The Recipient agrees to put in effect and maintain for the period during which the Agreement is in effect, at its own expense, all the necessary insurance that would be considered appropriate for a prudent Recipient of this type.

14 .0 Ownership and Use of Material

- 14.1 Subject to subsection 14.4, all material of any kind produced by the Recipient, pursuant to the Agreement and all copyright and other intellectual property rights in that material shall belong to the Recipient.
- 14.2 Despite section 14.1 the Ministry shall have the right to use, in any way whatsoever, without cost, including transferring to third parties for their use, any material of any kind produced by the Recipient pursuant to the Agreement, including copying and distributing it as the Ministry, in its sole discretion, considers appropriate.
- 14.3 Despite section 14.1 the Recipient shall notify the Ministry 30 days before it publishes any material produced pursuant to the Agreement and provide a copy of the material it proposes to publish to the Ministry at that time. If the Ministry so requests in writing, the Recipient shall remove any acknowledgements of support by the Ministry, as described in section 14.5 herein.
- 14.4 Other than data sets to be provided to the Recipient by the Ministry (which shall be governed by a separate agreement between the parties), any material provided to the Recipient by the Ministry pursuant to the Agreement shall continue to belong to the Ministry and shall be kept confidential by the Recipient.
- 14.5 The Recipient shall acknowledge the support of the Ministry in all reports and materials and in all advertising and publicity relating to the Plan, in a format approved by the Ministry. The Recipient shall also ensure that the acknowledgement in any report or materials indicates that the views expressed in the report or materials are the views of the Recipient and do not necessarily reflect those of the Ministry.

- 14.6 The Recipient shall ensure that the Ministry is provided with a copy of all final materials within 10 days of their completion.
- 14.7 The Ministry may disclose in any manner to any person or entity the name of the Recipient, and any other information of any kind pertaining to the Plan subject to applicable privacy legislation.

15.0 Reports

- 15.1 The Recipient shall submit to the Ministry:
- i) a final report as provided for in Schedule "D";
 - ii) such other reports as the Ministry may require from time to time; and
 - iii) a final audited financial statement to the Ministry, within the time period stipulated by the Ministry.
- 15.2 The Recipient shall ensure that all reports are in a form satisfactory to the Ministry and are signed on behalf of the Recipient by a person authorized to sign them.

16.0 Inspection

- 16.1 The Ministry reserves the right to inspect any aspect of the Plan at any time, excluding confidential patient and health practitioner files.

17 .0 Disposal of Assets

- 17.1 For a period of 5 years following the commencement date of this Agreement, the Recipient shall not without the Ministry's prior written consent sell, lease or otherwise dispose of any assets obtained with Grant Funds, the depreciated value of which exceeds One Thousand Dollars (\$1,000).
- 17.2 The Recipient shall only use assets obtained with Grant Funds for the specific purposes set out in this Agreement and shall not, at any time during the term of this Agreement or following expiration of this Agreement, use any such assets for any profit generating/oriented activities without the prior written authorization of the Ministry.

18 .0 Termination by Ministry for Convenience

- 18.1 The Ministry may in its sole discretion, without liability, cost or penalty, and without prejudice to any other rights or remedies of the Ministry under this Agreement or at law or in equity, terminate this Agreement at any time, for any reason, upon giving at least 30 days notice to the Recipient.
- 18.2 Where notice to terminate is given under this section, the Ministry may, in its sole discretion, assess the state of the Plan and allow the Recipient to wind down the Plan by the end of the notice period.

19 .0 Termination by the Ministry

- 19.1 The Ministry may, in its sole discretion, without liability, cost or penalty, and without prejudice to any other rights or remedies of the Ministry under this Agreement or at law or in equity, terminate this Agreement immediately upon giving notice to the Recipient if:
- (a) in the opinion of the Ministry:

- i) the Recipient has knowingly provided false or misleading information regarding its funding request or in any other communication with the Ministry;
 - ii) the Recipient breaches any term or condition of this Agreement;
 - iii) the Recipient is unable to complete the Plan or is likely to discontinue it;
 - iv) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver;
 - v) it is not reasonable for any reason for the Recipient to complete the Plan;
- or if

(b) the Recipient ceases to operate.

19.2 If the Ministry, in its sole discretion, considers the nature of the breach to be such that it can be remedied and that it is appropriate to allow the Recipient the opportunity to remedy the breach, the Ministry may give the Recipient an opportunity to remedy the breach by giving the Recipient written notice

- (a) of the particulars of the breach;
- (b) of the period of time within which the recipient is required to remedy the breach;
- (c) that the Ministry shall terminate this Agreement:
 - i) at the end of the notice period provided for in the notice if the Recipient fails to remedy the breach within the time specified in the notice, or
 - ii) prior to the end of the notice period provided for in the notice if it becomes apparent to the Ministry that the Recipient cannot completely remedy the breach within that time or such further period of time as the Ministry considers reasonable, or the Recipient is not proceeding to remedy the breach in a way that is satisfactory to the Ministry.

19.3 If the Ministry has provided the Recipient with an opportunity to remedy the breach, and

- (a) the Recipient does not remedy the breach within the time period specified in the notice; or
- (b) it becomes apparent to the Ministry that the Recipient cannot completely remedy the breach within the time specified in the notice or such further period of time as the Ministry considers reasonable; or
- (c) the Recipient is not proceeding to remedy the breach in a way that is satisfactory to the Ministry;

the Ministry shall have the right to immediately terminate this Agreement by giving notice of termination to the Recipient.

19.4 In the event of termination pursuant to this section the effective date of termination shall be the last day of the notice period, the last day of any subsequent notice period or immediately, which ever applies.

20 .0 Grant Funding Upon Termination

20.1 If this Agreement is terminated by the Ministry pursuant to section 18.1, the Ministry shall:

- a) cancel all further Grant Funding instalments;
- b) demand the repayment of any Grant Funds remaining in the possession or under the control of the Recipient that are not required by the Recipient to pay the costs of winding down the Plan as determined by the Ministry pursuant to section 18.2.

20.2 If this Agreement is terminated by the Ministry pursuant to section 19.1, the Ministry shall:

- a) cancel all further Grant Funding instalments;
- b) demand the repayment of any Grant Funds remaining in the possession or under the control of the Recipient;

- c) Allow the Recipient to retain sufficient funds to pay the legitimate costs of winding down the Plan if the termination is made pursuant to subsection 19.1 (a)(iii) or (v), provided that the Recipient's inability to complete the Plan is not related to a misappropriation of the Grant Funding.
- 20.3 If this Agreement is terminated by the Ministry because the Recipient uses the Grant Funds for purposes not agreed upon by the Ministry, the Ministry may in addition to the rights conferred upon it under this Agreement or in law or in equity, demand from the Recipient the payment of funds equal to those already used by the Recipient.
- 20.4 If the Recipient breaches a term of this Agreement, the Ministry may request the repayment of any amounts owing to the Ministry, including any damages, that are caused as a result of that breach and the Recipient shall pay such amounts to the Ministry immediately unless the Ministry directs otherwise.
- 20.5 The Ministry reserves the right to demand interest on any amount owing by the Recipient at the then current rate charged by the Province of Ontario on accounts receivable.
- 20.6 The Recipient shall repay the amount demanded by cheque payable to the "**Minister of Finance**" and mailed to the Ministry to the attention of the Ministry Representative as provided for in section 24.

21 .0 Bankruptcy and Creditor Arrangements

Notwithstanding any other provision in this Agreement, the Minister, without liability, cost, or penalty, may terminate this Agreement immediately upon giving notice to the Recipient if the Recipient is adjudged bankrupt or is insolvent according to the provisions of the Bankruptcy and Insolvency Act, R.S.C. 1992, c. 27, s. 2, and the regulations made thereunder; a receiver or trustee of the Recipient's property and affairs is appointed; the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, is petitioned into bankruptcy, or files for the appointment of a receiver; or attempts to execute a bulk sale of its property, except with the prior consent of the Minister, which consent shall not be unreasonably withheld. For the purposes of this section, all funding provided to the Recipient by the Ministry shall be deemed to be held in trust by the Recipient for the Ministry until such time as the funds are spent in accordance with the Recipient's proposal and the terms of this Agreement and all such unspent funds shall be returned to the Ministry in full in the event of termination pursuant to this section.

22 .0 Surplus Grant Funds

- 22.1 The Recipient shall inform the Ministry in writing of any potential under-spending of the Grant Funds within 30 days of the end of each fiscal during the term of this Agreement and within 30 days of the expiry or termination of this Agreement.
- 22.2 The Recipient agrees that any part of the Grant Funds that have not been used or accounted for by the Recipient at the time the Agreement expires or is terminated, shall belong to the Ministry and shall be used only for the purposes agreed upon by the Ministry or shall be returned to the Ministry immediately on the request of the Ministry.

23 .0 Use of Interest Earned on Grant Funding

- 23.1 The Recipient agrees that all interest earned on the Grant Funds belongs to the Ministry and shall be used only for the purposes authorized in writing by the Ministry or shall be returned to the Ministry immediately on the request of the Ministry.

- 23.2 The Recipient agrees that any interest earned on any part of the Grant Funds may be used to further the work of the Plan with the Ministry's written permission or shall be returned to the Ministry immediately on the request of the Ministry.
- 23.3 The Recipient agrees that any part of the interest earned that has not been used or accounted for by the Recipient at the time the Agreement expires shall belong to the Ministry and shall be used only for the purposes agreed upon by the Ministry or shall be returned to the Ministry immediately on the request of the Ministry.

24 .0 Counterparts

- 24.1 This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

25 .0 Notices

- 25.1 Any notice or communication required to be given under this Agreement shall be in writing and shall be served personally, delivered by courier or sent by certified or registered mail, postage prepared with return receipt requested, or sent by facsimile addressed to the other party at the address provided below or at such other address as either party shall later designate to the other in writing. All notices shall be addressed as follows:

To the Ministry:
Ministry of Health and Long-Term Care
Primary Health Care Team
1075 Bay Street, 9th Floor
Toronto ON M5S 2B1

Attention: Susan Sue-Chan

Fax: (416)326-4684
 Telephone: (416)327-7498

To the Recipient:
Corporation of the Municipality of Temagami
PO Box 220
Welcome Centre, Lakeshore Drive
Temagami ON P0H 2H0

Attention: Brian Koski

Fax: (705) 569-2834
 Telephone: (705) 569-3421

- 25.2 All notices shall be effective:
- (a) at the time the delivery is made when the notice is delivered personally, by courier or by fax; and
 - (b) seventy-two (72) hours after deposit in the mail when the notice is sent by certified or registered or postage prepaid mail.

26 .0 Severability of Provisions

- 26.1 The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement and any invalid provision shall be deemed to be severed.

27 .0 Waiver

- 27.1 A waiver of any failure to comply with any term of this Agreement must be written and signed by the Recipient or by the Ministry as the circumstances dictate. Each waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

28 .0 Independent Parties

- 28.1 The parties are and shall at all times remain independent and are not and shall not represent themselves to be the agent, joint venturer, partner or employee of the other. No representations shall be made or acts taken by either party which could establish or imply any apparent relationship of agency, joint venture, partnership or employment and neither party shall be bound in any manner whatsoever by any Agreements, warranties or representations made by the other party to any other person nor with respect to any other action of the other party.

29 .0 Assignment of Grant

- 29.1 The Recipient shall not assign this Agreement or the Grant Funds or any part thereof without the prior written consent of the Ministry.

30 .0 Governing Law

- 30.1 This Agreement and the rights, obligations and relations of the parties hereto shall be governed by and construed in accordance with the laws of the Province of Ontario.

31 .0 Further Assurances

- 31.1 The parties agree to do or cause to be done all acts or things necessary to implement and carry into effect this Agreement to its full extent.

32 .0 Circumstances Beyond the Control of Either Party

- 32.1 Neither party shall be responsible for damage caused by delay or failure to perform under the terms of this Agreement resulting from matters beyond the control of the parties including strike, lockout or any other action arising from a labour dispute, fire, flood, act of God, war, riot or other insurrection, lawful act of public authority, or delay or default caused by a common carrier which cannot be reasonably foreseen or provided against.

33 .0 Survival

- 33.1 The provisions in sections 11.0 (Limitation of Liability), 12.0 (Indemnity), 14.0 (Ownership and Use of Material), 16.0 (Inspection); 17.0 (Disposal of Assets), 20.0 (Grant Funding upon Termination) and 22.0 (Surplus Grant Funds) shall survive termination or expiry of this Agreement for a period of seven (7) years from the date of expiry or termination of this Agreement.
- 33.2 The provisions in section 8.0 (Accounting) shall survive termination or expiry of this Agreement for a period of six (6) years from the date of expiry or termination of this Agreement.

34 .0 Schedules and Appendices

34.1 The following are the schedules and appendices attached to and forming part of this Agreement.

- a) Schedule "A" (Funding Payment Schedule)
- b) Schedule "B" (Plan Description)
- c) Schedule "C" (Budget)
- d) Schedule "D" (Final Reporting Forms)
- e) Appendix "A" (Reporting Plan)
- f) Appendix "B" (Template - Financial Report)

35 .0 Entire Agreement

35.1 This Agreement together with the attached schedules listed in section 34.1 of this Agreement constitutes the entire Agreement between the parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and Agreements.

35.2 This Agreement may only be modified by a written Agreement duly executed by the parties.

IN WITNESS WHEREOF the parties have executed this Agreement made as of the date first written above.

**HER MAJESTY THE QUEEN IN RIGHT
OF ONTARIO as represented by the Minister of Health and Long-
Term Care**

per:

AUG 30 2006


Date



Corporation of the Municipality of Temagami

August 25, 2006

Date



Name: Brian Koski

I have the authority to bind the Corporation.



Witness

Paine K Cormier

Print Witness Name

Schedule "A"

Grant Funding Payment Schedule

Attached to and forming part of the Agreement between the **Ministry of Health and Long-Term Care** and the **Recipient** dated the 9th day of June 2006.

The Ministry has granted to the recipient the amount of \$72,820.00 for the full implementation of the Plan.

Funding of \$72,820.00 will be deposited in:

Name of Bank: Scotiabank
Branch: Temagami Branch (New Liskeard ON)
Address: PO Box 245, Temagami ON P0H 2H0

Account Name: Municipality of Temagami
Account Number: 0053414
Transit Number: 50682
Institution Number: 002

The payment amount for the Plan will be allocated as follows:

The Recipient is required to deposit the funding amount into this specified account immediately upon the receipt of the funds, and must report back to the Ministry of the deposit date. This is the date the Ministry acknowledges as the date the funding begins to bear interest.

The funding will cover expenditures incurred between the 9th day of June 2006 to the 31st day of October 2006 or upon completion of the Plan, or the termination of this agreement, whichever occurs first.

Schedule "B"

Implementation Plan Description

Attached to and forming part of the Agreement between the **Ministry of Health and Long-Term Care** and the **Recipient** dated the 9th day of June 2006.

The Recipient shall develop and provide the Ministry with the following:

Business Plan (five year)

- 1 Summary of Governance and Organizational Structure
- 2 Summary Strategic and Program Planning
- 3 Description of Population Characteristics and enrolment plans
- 4 List of proposed Programs and Services
- 5 List of Providers & Compensation Method
- 6 Analysis of Premises Requirements
- 7 Estimate of timelines for Family Health Team Implementation (Early and Full implementation)
- 8 Five (5) year Financial Forecast for full Family Health Team Implementation Period

Operational Plan (one year)

- 1 On-going Strategic and Program Planning
- 2 Human Resources & Recruitment Plans
- 3 Programs and Services Plan (Description and timeframes for roll out and implementation)
- 4 Service Coordination with Other Organizations
- 5 Implementation of Collaborative Team Care
- 6 Extended Hours of Service
- 7 Other Programs (Teaching/Northern Ontario Medical School)
- 8 Physical Location, Premises/Renovation Plan
- 9 Information Technology and Clinical Information Systems
- 10 Monitoring & Evaluation
- 11 Summary of Timelines

Schedule "C"

Budget

Attached to and forming part of the Agreement between the **Ministry of Health and Long-Term Care** and the **Recipient** dated the 9th day of June 2006.

The Recipient shall expend the Grant Funds in accordance with the following budget.

COST CATEGORIES	
HUMAN RESOURCES	FY 2006/07 Costs
Consultant/Planner Fees	
Phase 1 - 5 days @ \$800/day	\$4,000.00
Phase 2-9 days @ \$800/day	\$7,200.00
Phase 3-20 days @ \$800/day	\$16,000.00
Phase 4-7 days @ \$800/day	\$5,600.00
Phase 5-4 days @ \$800/day	\$3,200.00
GST	\$2,520.00
Community Consultation/stakeholder dvlp. meetings	\$2,500.00
Clerical, support, coordination - 250 hours @\$20 per hr	\$5,000.00
Plan development in the Municipality	\$2,500.00
Subtotal	\$48,520.00
SUPPLIES AND EQUIPMENT	
Office Supplies	\$1,000.00
Subtotal	\$1,000.00
OVERHEAD	
Lead Physician Consulting Fees (\$ 125/hr per diem - 12 half days)	\$6,000.00
Assessment of space/premises requirements	\$3,500.00
Professional fees in support of Consultant preparation of Business Plan - staff time (Municipality and CAO review)	\$3,500.00
Travel (2,350 km @ \$0.34)	\$800.00
Communications (telephone, fax, copying, printing, mailing, etc.)	\$1,500.00
Legal costs (incorporation, by-law development, advice)	\$4,000.00
Accounting, audit, reporting, administration	\$4,000.00
Subtotal	\$23,300.00
TOTAL PROPOSAL COST	\$72,820.00

Schedule "D"

Final Report

Attached to and forming part of the Agreement between the **Ministry of Health and Long-Term Care** and the **Recipient** dated the 9th day of June 2006.

- 1) The Recipient shall submit a Final Report to the Ministry. This report is due **September 30th, 2006** or one month following completion of the Plan, whichever comes first.
 - a) including a final audited financial statement, which accounts for grant funding and final expenditures for cost items approved in Schedule C. In-kind goods and services supplied by the recipients shall be described in full but are not subject to independent audit.
 - b) indicating how the deliverables, goal and evaluation objectives of the Plan (as outlined below) have been met as identified in the proposed Plan;

Goals :

To develop an interdisciplinary health care team that will provide quality, comprehensive, localized health care in a cost effective and timely manner to the citizens of Temagami and area.

Objectives:

The strategic objectives outlined below outline the framework that will guide the future deliver of primary health care services by the Temagami Medical Centre and Family Health Team. This team will be focused on shifting the emphasis from treatment to prevention of illness, injury and disease, reducing hospital admissions and supporting clients to more effectively manage their health.

- 1) To develop a comprehensive, interdisciplinary and client centered primary health care team
- 2) To provide clients with timely access and effective coordination of services within their community
- 3) To provide effective health promotion and prevention strategies in order to reduce injury and disease (primary prevention). These strategies would include activities such as immunization, teaching about lifestyle changes, risk factor modification, safety, etc. Multifaceted, multigenerational and multi-agency associations would assist with primary care prevention strategies.
- 4) To provide enhanced screening and early identification of disease processes (secondary prevention), including activities such as screening at intervals for cardiovascular disease, cancers, endocrine disorders, substance abuse and mental health issues among a myriad of others.
- 5) To provide effective treatment and improved management of chronic disease in order to improve quality of life and disease outcomes (tertiary prevention). This form of prevention helps to limit degree of disability in disease processes and promotes rehabilitation in chronic, irreversible diseases. Activities that would be implemented under tertiary prevention would include various forms of interdisciplinary treatment using evidence-based resources (pharmacologic, counseling, physiotherapy, etc.), ongoing monitoring and outcomes measurement.

Appendix A

Reporting Plan

Financial Progress Reports:

Audited financial statements must be submitted for Implementation Plans receiving funds of \$50,000 or more and for all final financial progress reports.

2006

9th day of June 2006 - 31st day of October 2006

DUE: 30th day of November 2006

Final Report:

30th day of November 2006 or one month after completion date, whichever occurs first.

Appendix A is to be used as a guideline by the Recipient for submitting the required reports on specified dates. The Recipient is only responsible for reports applicable to the Implementation Plan's time period, and not necessarily all the reports specified in this Appendix.



Appendix B

Financial Progress Report Form

Ministry of Health and Long-Term Care

Project Name: Municipality of Temagami Family Health Team

For the Period between: the 9th day of June 2006 and the 31st day of October 2006

HUMAN RESOURCES	Salary	Benefits	Total Cost	FTE#
Subtotal				
OTHER OPERATING COSTS			Total Cost	
Sub-total				

The following section is only necessary for fiscal year end reporting:

Total costs for the period the 9 th day of June 2006 and the 31 st day of October 2006	
Total approved budget allocation	\$72,820.00
Over-spending (or Under-spending)	
Interest accrued from <Date of funds deposited>	
Amount recoverable by the Ministry	

RECORD OF EXPENDITURES

I certify that this is an accurate account of expenditures for the period specified and that supporting documents are available for audit.

SIGNED BY: _____

DATE: _____