



2002/2003 ANNUAL RECONCILIATION REPORT TABLE OF CONTENTS

Ministry of Health and Long-Term Care
Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name:
103283	The Regional Municipality of York

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March 2003



Ministry of Health and Long-Term Care
Ministère de la Santé et des Soins de longue durée

2002/2003 ANNUAL RECONCILIATION REPORT

SECTION I: IDENTIFICATION

Line	
1	Official (Legal) Name of Corporation: <u>The Regional Municipality of York</u>
2	MOHLTC ID: <u>103283</u>
3	Service Provider Name: <u>The Regional Municipality of York</u>
4	Address: <u>194 Eagle Street</u>
5	City: <u>Newmarket, Ontario</u>
6	Postal Code: <u>L3Y 1J6</u>
7	Name and Title of individual who will respond to questions about this report: <u>Christy Tosh Business Services Manager</u>
8	Telephone Number: <u>(905)895-3628 ext. 280</u>
9	Fax Number: <u>(905)895-5368</u>
10	For the Year Ended: <u>2002-12-31</u>

March 2003



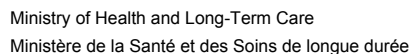
Ministry of Health and Long-Term Care
Ministère de la Santé et des Soins de longue durée

**2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART A
BUDGET VS. ACTUAL: EXPENDITURES AND REVENUES**

MOHLTC Vendor #:	Service Provider Name:
	The Regional Municipality of York

EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES	\$ 693,157	\$ 646,812	\$ 46,345	6.69%
2. EMPLOYEE BENEFITS	\$ 113,906	\$ 108,525	\$ 5,381	4.72%
3. STAFF TRAINING	\$ 10,450	\$ 7,469	\$ 2,981	28.53%
4. BOARD/VOLUNTEER TRAINING & RECOGNITION	\$ 9,400	\$ 2,041	\$ 7,359	78.29%
5. TRAVEL	\$ 103,902	\$ 119,217	\$ (15,315)	(14.74%)
6. BUILDING OCCUPANCY	\$ 76,100	\$ 83,458	\$ (7,358)	(9.67%)
7. OFFICE EXPENSES	\$ 40,122	\$ 20,232	\$ 19,890	49.57%
8. PURCHASED CLIENT SERVICES	\$ 218,703	\$ 202,627	\$ 16,076	7.35%
9. MEALS (Food Costs)	\$ 43,944	\$ 42,536	\$ 1,408	3.20%
10. SERVICE SUPPLIES/MEDICAL SUPPLIES & EQUIPMENT	\$ 27,300	\$ 8,786	\$ 18,514	67.82%
11. PURCHASED ADMINISTRATION SERVICES	\$ 6,125	\$ 2,441	\$ 3,684	60.15%
12. CENTRAL AGENCY CHARGES	\$ 44,730	\$ 24,702	\$ 20,028	44.78%
13. OTHER OPERATING	\$ -	\$ -	\$ -	
14a. OTHER (specify)	\$ -	\$ (3,712)	\$ 3,712	
	\$ -	\$ -	\$ -	
Transfer to ACL Armitage Gardens	\$ -	\$ 178,472	\$ (178,472)	
15. EXPENDITURE RECOVERIES	\$ -	\$ -	\$ -	
18. TOTAL EXPENDITURES (Total lines 1 to 15)	\$ 1,387,839	\$ 1,443,606	\$ (55,767)	(4.02%)
19. CLIENT FEES	\$ 69,403	\$ 124,254	\$ (54,851)	(79.03%)
20. REVENUES - OTHER	\$ 43,414	\$ 43,414	\$ -	0.00%
21. MINISTRY BASE SUBSIDY REQUESTED (line 18 - line 19 - line 20)	\$ 1,275,022	\$ 1,275,938	\$ (916)	(0.07%)
22. ONE-TIME/NON-RECURRING EXPENDITURES			\$ -	
23. Total Subsidy Requested (Total lines 21 and 22)	\$ 1,275,022	\$ 1,275,938	\$ (916)	(0.07%)

Approved Budget: is the amount per Form 2 of signed Service Agreement, subject to amendments per MOHLTC approval letters.
March 2003



EXPLANATION OF VARIANCES > 5% OF BUDGET ITEMS

MOHLTC Vendor #:	Service Provider Name: The Regional Municipality of York
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March 2003



2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART C
ACTUAL EXPENDITURES, REVENUES AND UNITS BY SERVICES

Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name:
103283	The Regional Municipality of York

SERVICE:	SSS
TYPE:	091
SITE:	SUPPORT SERVICES FOR SENIORS

EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES	101,920	105,650	(3,730)	(3.66%)
2. EMPLOYEE BENEFITS	17,388	17,195	193	1.11%
3. STAFF TRAINING	1,050	654	396	37.71%
4. BOARD/VOLUNTEER TRAINING & RECOGNITION		75	(75)	
5. TRAVEL	6,500	5,673	827	12.72%
6. BUILDING OCCUPANCY			-	
7. OFFICE EXPENSES	5,344	2,541	2,803	52.45%
8. PURCHASED CLIENT SERVICES			-	
9. MEALS (Food Costs)			-	
10. SERVICE SUPPLIES/MEDICAL SUPPLIES & EQUIPMENT			-	
11. PURCHASED ADMINISTRATION SERVICES			-	
12. CENTRAL AGENCY CHARGES	15,655	15,655	-	0.00%
13. OTHER OPERATING			-	
14a. OTHER (specify) Audit fees		1,250	(1,250)	
14b. OTHER (specify)			-	
14c. OTHER (specify) TRANSFER TO ACL-Newmarket		0	-	
15. EXPENDITURE RECOVERIES			-	
16. SUB-TOTAL SERVICE EXPENDITURES (Total lines 1 to 15)	147,857	148,693	(836)	(0.57%)
17. ALLOCATED ADMINISTRATIVE EXPENDITURES			-	
18. TOTAL EXPENDITURES	147,857	148,693	(836)	(0.57%)
19. CLIENT FEES	0	0	-	
20. REVENUES - OTHER	43,414	43,414	-	0.00%
21. MINISTRY BASE SUBSIDY REQUESTED (Line 18-line 19-line 20)	104,443	105,279	(836)	(0.80%)

Total for each line item Lines 1-21 (total for all services) must equal amounts reported in Section II, Part A.

EXPLANATION IF VARIANCE ON LINE 21 IS GREATER THAN 5%

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CCAC SERVICE AREA	Approved Budget	ACTUAL	(Over) Under C=A-B	% VARIANCE D = C/A	ACTUAL
	Number of Units	Number of Units			client
	A	B			E
			-		
SUPPORT SERVICES FOR SENIORS	3640	2,258	1,382	37.97%	574
			-		
			-		

EXPLANATIONS OF VARIANCES GREATER THAN 5% FROM APPROVED UNITS OF SERVICE:

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Reviewed by Program Consultant

Date



**2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART C
ACTUAL EXPENDITURES, REVENUES AND UNITS BY SERVICES**

Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name:
103283	The Regional Municipality of York

SERVICE:	DAY
TYPE:	01A
SITE:	ADULT DAY CENTRE - MAPLE COGNITIVE

EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES	233,403	176,546	56,857	24.36%
2. EMPLOYEE BENEFITS	34,021	28,964	5,057	14.86%
3. STAFF TRAINING	3,200	1,768	1,432	44.75%
4. BOARD/VOLUNTEER TRAINING & RECOGNITION	3,200	1,076	2,124	66.38%
5. TRAVEL	33,851	40,068	(6,217)	(18.37%)
6. BUILDING OCCUPANCY	26,600	26,600	-	0.00%
7. OFFICE EXPENSES	10,341	2,639	7,702	74.48%
8. PURCHASED CLIENT SERVICES	36,900	34,250	2,650	7.18%
9. MEALS (Food Costs)	19,772	19,880	(108)	(0.55%)
10. SERVICE SUPPLIES/MEDICAL SUPPLIES & EQUIPMENT	19,300	1,724	17,576	91.07%
11. PURCHASED ADMINISTRATION SERVICES	0	0	-	
12. CENTRAL AGENCY CHARGES	12,725	5,955	6,770	53.20%
13. OTHER OPERATING			-	
14a. OTHER (specify) Audit fees		667	(667)	
14b. OTHER (specify)			-	
14c. OTHER (specify) TRANSFER TO ACL-Newmarket		103,762	(103,762)	
15. EXPENDITURE RECOVERIES			-	
16. SUB-TOTAL SERVICE EXPENDITURES (Total lines 1 to 15)	433,313	443,899	(10,586)	(2.44%)
17. ALLOCATED ADMINISTRATIVE EXPENDITURES			-	
18. TOTAL EXPENDITURES	433,313	443,899	(10,586)	(2.44%)
19. CLIENT FEES	33,760	44,287	(10,527)	(31.18%)
20. REVENUES - OTHER			-	
21. MINISTRY BASE SUBSIDY REQUESTED (Line 18-line 19-line 20)	399,553	399,612	(59)	(0.01%)

Total for each line item Lines 1-21 (total for all services) must equal amounts reported in Section II, Part A.

EXPLANATION IF VARIANCE ON LINE 21 IS GREATER THAN 5%

Overnight Respite did not commence in 2001
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SAC SERVICE AREA	Approved Budget	ACTUAL	(Over) Under C=A-B	% VARIANCE D = C/A	ACTUAL
	Number of Units	Number of Units			No. of individual client
	A	B			E
			-		
DAY CENTRE MAPLE COGNITIVE	5500	3,311	2,190	39.81%	38
			-		
			-		

EXPLANATIONS OF VARIANCES GREATER THAN 5% FROM APPROVED UNITS OF SERVICE:

-	Several clients required LTC placement, no wait list to fill vacancies as they occurred.
-	Delay in implementing overnight respite as a result of recruitment issues.

Reviewed by Program Consultant

Date



**2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART C
ACTUAL EXPENDITURES, REVENUES AND UNITS BY SERVICES**

Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name:
103283	The Regional Municipality of York

DAY
TYPE: 01A
SITE: DAY CENTRE KESWICK COGNITIVE

EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES	167,038	174,107	(7,069)	(4.23%)
2. EMPLOYEE BENEFITS	26,083	27,662	(1,579)	(6.05%)
3. STAFF TRAINING	3,200	1,081	2,119	66.22%
4. BOARD/VOLUNTEER TRAINING & RECOGNITION	3,200	530	2,670	83.44%
5. TRAVEL	28,701	26,840	1,861	6.48%
6. BUILDING OCCUPANCY	28,500	35,858	(7,358)	(25.82%)
7. OFFICE EXPENSES	8,810	5,518	3,292	37.37%
8. PURCHASED CLIENT SERVICES	33,852	38,381	(4,529)	(13.38%)
9. MEALS (Food Costs)	18,272	16,770	1,502	8.22%
10. SERVICE SUPPLIES/MEDICAL SUPPLIES & EQUIPMENT	5,500	4,969	531	9.65%
11. PURCHASED ADMINISTRATION SERVICES	0	0	-	-
12. CENTRAL AGENCY CHARGES	15,350	2,092	13,258	86.37%
13. OTHER OPERATING			-	-
14a. OTHER (specify) PROGRAMMING SUPPLIES			-	-
14b. OTHER (specify)			-	-
14c. OTHER (specify) TRANSFER TO ACL-Newmarket		20,405	(20,405)	-
15. EXPENDITURE RECOVERIES			-	-
16. SUB-TOTAL SERVICE EXPENDITURES (Total lines 1 to 15)	338,506	354,213	(15,707)	(4.64%)
17. ALLOCATED ADMINISTRATIVE EXPENDITURES			-	-
18. TOTAL EXPENDITURES	338,506	354,213	(15,707)	(4.64%)
19. CLIENT FEES	21,713	37,420	(15,707)	(72.34%)
20. REVENUES - OTHER			-	-
21. MINISTRY BASE SUBSIDY REQUESTED (Line 18-line 19-line 20)	316,793	316,793	-	0.00%

Total for each line item Lines 1-21 (total for all services) must equal amounts reported in Section II, Part A.

EXPLANATION IF VARIANCE ON LINE 21 IS GREATER THAN 5%

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SAC SERVICE AREA	Approved Budget	ACTUAL	(Over)	%	ACTUAL
	Number of Units	Number of Units	Under	VARIANCE	No. of individual client
	A	B	C=A-B	D = C/A	E
DAY CENTRE - KESWICK COGNITIVE	5000	3,566	1,434	28.68%	40
			-	-	
			-	-	

EXPLANATIONS OF VARIANCES GREATER THAN 5% FROM APPROVED UNITS OF SERVICE:

Funds were under spent because numbers of clients and client care needs did not require the anticipated higher level of staffing at the beginning of the year

Reviewed by Program Consultant

Date



Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART C
ACTUAL EXPENDITURES, REVENUES AND UNITS BY SERVICES

MOHLTC Vendor #:	Service Provider Name:
103283	The Regional Municipality of York

SERVICE:	DAY
TYPE:	01C
SITE:	DAY CENTRE MAPLE PHYSICALLY

EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES	68,547	72,990	(4,443)	(6.48%)
2. EMPLOYEE BENEFITS	11,340	9,164	2,176	19.19%
3. STAFF TRAINING	3,000	917	2,083	69.43%
4. BOARD/VOLUNTEER TRAINING & RECOGNITION	3,000		3,000	100.00%
5. TRAVEL	27,350	40,547	(13,197)	(48.25%)
6. BUILDING OCCUPANCY	14,700	14,700	-	0.00%
7. OFFICE EXPENSES	4,450	2,324	2,126	47.78%
8. PURCHASED CLIENT SERVICES	52,951	39,000	13,951	26.35%
9. MEALS (Food Costs)	5,900	5,886	14	0.24%
10. SERVICE SUPPLIES/MEDICAL SUPPLIES & EQUIPMENT	2,200	1,793	407	18.50%
11. PURCHASED ADMINISTRATION SERVICES	6,125	2,441	3,684	60.15%
12. CENTRAL AGENCY CHARGES			-	
13. OTHER OPERATING			-	
14a. OTHER (specify) PROGRAMMING SUPPLIES			-	
14b. OTHER (specify)			-	
14c. OTHER (specify) TRANSFER TO ACL-Newmarket	0	42,450	(42,450)	
15. EXPENDITURE RECOVERIES			-	
16. SUB-TOTAL SERVICE EXPENDITURES (Total lines 1 to 15)	199,563	232,212	(32,649)	(16.36%)
17. ALLOCATED ADMINISTRATIVE EXPENDITURES			-	
18. TOTAL EXPENDITURES	199,563	232,212	(32,649)	(16.36%)
19. CLIENT FEES	7,730	40,347	(32,617)	(421.95%)
20. REVENUES - OTHER			-	
21. MINISTRY BASE SUBSIDY REQUESTED (Line 18-line 19-line 20)	191,833	191,865	(32)	(0.02%)

Total for each line item Lines 1-21 (total for all services) must equal amounts reported in Section II, Part A.

EXPLANATION IF VARIANCE ON LINE 21 IS GREATER THAN 5%

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CAC SERVICE AREA	Approved Budget	ACTUAL	(Over) Under C=A-B	% VARIANCE D = C/A	ACTUAL
	Number of Units	Number of Units			No. of individual client
	A	B			E
			-		
DAY MAPLE PHYSICALLY	2500	1,523	978	39.10%	47
			-		
			-		

EXPLANATIONS OF VARIANCES GREATER THAN 5% FROM APPROVED UNITS OF SERVICE:

-	Program slow to build due to part-time status. No wait list to fill vacancies as they occurred Potential clients indicated an interest, however not ready for program when admission offered
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Reviewed by Program Consultant

Date



Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

**2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART C
ACTUAL EXPENDITURES, REVENUES AND UNITS BY SERVICES**

MOHLTC Vendor #:	Service Provider Name:
103283	The Regional Municipality of York

SERVICE:	DAY
TYPE:	01D
SITE:	DAY CENTRE MAPLE ABI

EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES			-	
2. EMPLOYEE BENEFITS			-	
3. STAFF TRAINING			-	
4. BOARD/VOLUNTEER TRAINING & RECOGNITION			-	
5. TRAVEL			-	
6. BUILDING OCCUPANCY	6,300	6,300	-	0.00%
7. OFFICE EXPENSES			-	
8. PURCHASED CLIENT SERVICES	95,000	90,996	4,004	4.21%
			-	
10. SERVICE SUPPLIES/MEDICAL SUPPLIES & EQUIPMENT	300	300	-	0.00%
11. PURCHASED ADMINISTRATION SERVICES			-	
12. CENTRAL AGENCY CHARGES	1,000	1,000	-	0.00%
13. OTHER OPERATING			-	
14a. OTHER (specify) PROGRAMMING SUPPLIES			-	
14b. OTHER (specify)			-	
14c. OTHER (specify)			-	
15. EXPENDITURE RECOVERIES			-	
16. SUB-TOTAL SERVICE EXPENDITURES (Total lines 1 to 15)	102,600	98,596	4,004	3.90%
17. ALLOCATED ADMINISTRATIVE EXPENDITURES			-	
18. TOTAL EXPENDITURES	102,600	98,596	4,004	3.90%
19. CLIENT FEES	6,200	2,200	4,000	64.52%
20. REVENUES - OTHER			-	
21. MINISTRY BASE SUBSIDY REQUESTED (Line 18-line 19-line 20)	96,400	96,396	4	0.00%

Total for each line item Lines 1-21 (total for all services) must equal amounts reported in Section II, Part A.

EXPLANATION IF VARIANCE ON LINE 21 IS GREATER THAN 5%

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SAC SERVICE AREA	Approved Budget	ACTUAL	(Over) Under C=A-B	% VARIANCE D = C/A	ACTUAL
	Number of Units	Number of Units			No. of individual client
	A	B			E
DAY MAPLE ABI	1500	1,141	360	23.97%	38
			-		
			-		

EXPLANATIONS OF VARIANCES GREATER THAN 5% FROM APPROVED UNITS OF SERVICE:

Slow to build program; increase in applications in Fall 2001 resulted in filling spaces and hiring an additional program worker

Reviewed by Program Consultant

Date



2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART C
ACTUAL EXPENDITURES, REVENUES AND UNITS BY SERVICES

Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name:
103283	The Regional Municipality of York

SERVICE:	PSYCHO
TYPE:	09D
SITE:	PSYCHOGERIATRIC CONSULTING SERVICES

EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES	122,249	117,519	4,730	3.87%
2. EMPLOYEE BENEFITS	25,074	25,540	(466)	(1.86%)
3. STAFF TRAINING		3,049	(3,049)	
4. BOARD/VOLUNTEER TRAINING & RECOGNITION		360	(360)	
5. TRAVEL	7,500	6,089	1,411	18.81%
6. BUILDING OCCUPANCY			-	
7. OFFICE EXPENSES	11,177	7,210	3,967	35.49%
8. PURCHASED CLIENT SERVICES			-	
9. MEALS (Food Costs)			-	
10. SERVICE SUPPLIES/MEDICAL SUPPLIES & EQUIPMENT			-	
11. PURCHASED ADMINISTRATION SERVICES			-	
12. CENTRAL AGENCY CHARGES			-	
13. OTHER OPERATING			-	
14a. OTHER (specify) PROGRAMMING SUPPLIES		-5,629	5,629	
14b. OTHER (specify)			-	
14c. OTHER (specify) Transfer to ACL Newmarket		11,855	(11,855)	
15. EXPENDITURE RECOVERIES			-	
16. SUB-TOTAL SERVICE EXPENDITURES (Total lines 1 to 15)	166,000	165,993	7	0.00%
17. ALLOCATED ADMINISTRATIVE EXPENDITURES			-	
18. TOTAL EXPENDITURES	166,000	165,993	7	0.00%
19. CLIENT FEES			-	
20. REVENUES - OTHER			-	
21. MINISTRY BASE SUBSIDY REQUESTED (Line 18-line 19-line 20)	166,000	165,993	7	0.00%

Total for each line item Lines 1-21 (total for all services) must equal amounts reported in Section II, Part A.

EXPLANATION IF VARIANCE ON LINE 21 IS GREATER THAN 5%

Program commenced only in September 2001.

CAC SERVICE AREA

Approved Budget	ACTUAL	(Over)	%	ACTUAL
Number of Units	Number of Units	Under	VARIANCE	No. of individual client

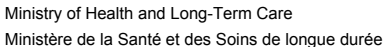
	A	B	C=A-B	D = C/A	E
			-		
PSCYCHOGERIATRIC	900	886	14	1.56%	920
			-		
			-		

EXPLANATIONS OF VARIANCES GREATER THAN 5% FROM APPROVED UNITS OF SERVICE:

The program did not get started until September 4, 2001 with both staff on site. As with any new program much time was spent in the first 3 - 4 months with orientation

Reviewed by Program Consultant _____

Date _____



2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART D
BUDGET VS ACTUAL: PURCHASED SERVICES

MOHLTC Vendor #:	Service Provider Name: The Regional Municipality of York
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2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART E
BUDGET VS. ACTUAL: OTHER REVENUE

Ministry of Health and Long-Term Care
Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name:
	The Regional Municipality of York

OTHER REVENUE	Approved Budget A	Actual B	(Over) Under C=A-B	
Fund Raising			\$ -	
Donations			-	
Municipal Grants/Subsidies	43,414	43,414	-	
Federal Grants/Subsidies			-	
United Way Grants			-	
Investment Income			-	
Other (Specify)			-	
Other (Specify)			-	
Other (Specify)			-	
Other (Specify)			-	
TOTAL OTHER REVENUE	\$ 43,414	\$ 43,414	\$ -	

Please provide a brief description of Approved and Actual Other Revenue, note total must agree with amounts reported in Section II, Part A, Line 20.

March 2003

2002/2003 ANNUAL RECONCILIATION REPORT
SECTION II, PART F
ACTUAL ADMINISTRATIVE EXPENDITURES

Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name: The Regional Municipality of York
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EXPENDITURES / REVENUES	Approved Budget A	Actual B	(Over) Under C=A-B	% VARIANCE D = C/A
1. EMPLOYEE SALARIES AND WAGES			-	
2. EMPLOYEE BENEFITS			-	
3. STAFF TRAINING			-	
4a. VOLUNTEER TRAINING & RECOGNITION			-	
4b. BOARD TRAINING & RECOGNITION			-	
5. TRAVEL			-	
6. BUILDING OCCUPANCY			-	
7. OFFICE EXPENSES			-	
11. Purchased Administration Services			-	
12. Central Agency Charges			-	
13. Other Operating			-	
14a. OTHER (specify)			-	
14b. OTHER (specify)			-	
14c. OTHER (specify)			-	
15a. EXPENDITURE RECOVERIES (Specify)			-	
15b. EXPENDITURE RECOVERIES (Specify)			-	
15c. EXPENDITURE RECOVERIES (Specify)			-	
16. TOTAL ADMINISTRATIVE EXPENDITURES (Total lines 1 to 15c)	0	0	-	

Amount in line 16 must equal sum of line 17 from all section II, Part C forms.

EXPLANATION IF VARIANCE ON LINE 16 IS GREATER THAN 5%

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2002/2003 ANNUAL RECONCILIATION REPORT
SECTION III
EXPENDITURE ELIGIBLE FOR ONE-TIME FUNDING

Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name: The Regional Municipality of York
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[illegible]



2002/2003 ANNUAL RECONCILIATION REPORT
SECTION IV
ACCRUAL REPORT

Ministry of Health and Long-Term Care
Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name: The Regional Municipality of York
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		Opening Accrual Balance (1)	Payments/ Settlements in 2002/2003 (2)	Current Period Accrual (3)	Closing Accrual Balance (4)=(1)-(2)+(3)
Line 1	Salaries - Union Negotiation/Arbitration				-
Line 2	Salaries - Vacation Pay				-
Line 3	Salaries - Other (Specify)				-
Line 4	Salaries - Other (Specify)				-
Line 5	Salaries - Other (Specify)				-
Line 6	Total Salaries Sum of Lines 1 through 5	-	-	-	-
Line 7	Employee Benefits (Total)				-
Line 8	Other - (Specify)				-
Line 9	Other - (Specify)				-
Line 10	Other - (Specify)				-
Line 11	Total Accrual Sum Lines 6 through 10	-	-	-	-

Details of Closing Accruals

	Salaries Accruals Expenditure Line (List by Union, etc.)	Closing Accrual Balance	Description/Details of Accruals (e.g. contract expiry date, estimated settlement %)
Line 12			
Line 13			
Line 14			
Line 15			
Line 16			
Line 17			
Line 18			
Line 19	Total Sum of Lines 12 through 19	-	

(equal to line 6,
column 4)

	Employee Benefits Accruals Individual list not required	Closing Accrual Balance	Description/Details of Accruals (e.g. % of estimated settlements if applicable)
Line 20	Total	-	

(equal to line 7,
column 4)

	Other Accruals Expenditure Line (specify) i.e. staff training, building occupancy etc.	Closing Accrual Balance	Description/Details of Accruals
Line 21			
Line 22			
Line 23			
Line 24			
Line 25	Total Sum of Lines 21 through 24	-	

March 2003



Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

2002/2003 ANNUAL RECONCILIATION REPORT
SECTION V
PROVINCIAL SUBSIDY CALCULATION

MOHLTC Vendor #:	Service Provider Name: The Regional Municipality of York
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Provincial (Operating) Subsidy

1	Actual Total Expenditures before one-time [Section II, Part A, Col B, Line 18]	\$ 1,443,606
2	Adjustments (MOHLTC use only): - Inadmissible Expenditures -	\$
		\$
		\$
	- Other Adjustments -	\$
		\$
		\$
		\$
3	Total Ministry Approved Expenditures before one-time (line 1 plus 2) One-time Expenditures	\$ 1,443,606
4 a)	Total One-time [Section II, Part A, Col B, line 22]	\$ -
4 b)	Adjustments (MOHLTC use only)	\$
		\$
4 c)	Total Ministry Approved one-time expenditures	\$ -
	Revenue :	
5 a)	Actual Client Fees [Section II, Part A, Col B, line 19]	\$ 124,254
5 b)	Actual Revenue - Other [Section II, Part A, Col B, line 20]	\$ 43,414
5 c)	Adjustments (MOHLTC use only)	\$
		\$
5 d)	Total Adjusted Revenue	\$ 167,668
6	Adjusted Expenditure Less Revenue (Line 3 + Line 4c - Line 5d)	\$ 1,275,938
7	Approved Budget (Section II, Part A, Col A, Line 23)	\$ 1,275,022
8	Total Approved Provincial Subsidy: Lesser of Line 6 and Line 7:	\$ 1,275,022
	Payments (Cash Advances):	
9 a)	Total Cash Advances Received from the Ministry	\$ 1,015,371
9 b)	Add: Prior Year Recoveries	\$ 205,727
9 c)	Less: Prior Year Payments	



**2002/2003 ANNUAL RECONCILIATION REPORT
SECTION VI CERTIFICATION BY AGENCY**

Ministry of Health and Long-Term Care
Ministère de la Santé et des Soins de longue durée

MOHLTC Vendor #:	Service Provider Name: The Regional Municipality of York
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Section VI Certification by Agency

I hereby certify that, to the best of my knowledge, the data in the Annual Reconciliation Report to which this certification is attached, is true, correct and agrees with the books and records of the Agency and has been prepared in accordance with the Technical Instructions provided by the Ministry of Health.

(Signature of Agency Authority)

(Title)

(Date)

Receipt by Board of Directors

The above certification, together with the Annual Reconciliation Report, was received at a meeting held by the Board of Directors on _____ day of _____ 20 ____

(Chairperson of the Board of Directors)

March 2003



2002/2003 ANNUAL RECONCILIATION REPORT SECTION VII, PART A

Ministry of Health and Long-Term Care

Ministère de la Santé et des Soins de longue durée

RECONCILIATION of SECTION II, PART A to AUDITED (AGENCY) FINANCIAL STATEMENT

MOHLTC Vendor #:	Service Provider Name:
	The Regional Municipality of York

1 Expenditures per the financial statements:

Adjustments for agencies with corporate year-end other than March 31st:

- 2 (a) Less: total expenditures for the period prior to April 1, 2002:
- 2 (b) Add: total expenditures for the period from the agency year-end to March 31, 2003
- 2 (c) Equals: total expenditures for the period April 1, 2002 to March 31, 2003

0

Adjustments for "inadmissible expenditures" include in Line 2(c):

- 3 (a) Less: depreciation expense:
- 3 (b) Less: other (specify):
- 3 (c) Less:
- 3 (d) Less:
- 3 (e) Less:

0

Adjustments for "admissible expenditures" not included in Line 2(c):

- 4 (a) Add: one-time capital expenditures approved by long-term care:
- 4 (b) Add:
- 4 (c) Add:
- 4 (d) Add:
- 4 (e) Add:

0

- 5 Total expenditures reported in the Annual Reconciliation Report (ARR)**
(must equal actual expenditures Section II, Part A, Column B, Line 18 plus Line 22):

0

6 Revenues per the financial statements:

Adjustments for agencies with corporate year-end other than March 31st:

- 7 (a) Less: total revenues for the period prior to April 1, 2002:
- 7 (b) Add: total revenues for the period between the agency year-end to March 31, 2003:
- 7 (c) Equals: total revenues for the period April 1, 2002 to March 31, 2003:

**Adjustments for Revenues not to be included
in determining Ministry subsidy entitlement included in Line 7(c)**

- 8 (a) Less: long-term care subsidy re approved services
- 8 (b) Less: revenues in the income statement related to capital funding (including LTC):
- 8 (c) Less:
- 8 (d) Less:
- 8 (e) Less:

- 9 Total Revenues Reported in the Annual Reconciliation Report (ARR)**
(must equal total of line 19 and 20 of Section II, Part A, Column B)

167668

- 10 Net expenditures reported in the Annual Reconciliation Report**
(must equal actual net expenditures Section II, Part A, Column B, Line 23):

-167668

2002/2003 ANNUAL RECONCILIATION REPORT
SECTION VII, PART B
AUDITOR'S REPORT

To the Ministry of Health and Long Term Care,

I (We) have examined the Section II, Part A, Column B, Section IV and Section VII, Part A of the Annual Reconciliation Report of _____
(legal name of agency) for the year ended _____.

My (our) examination was made in accordance with generally accepted auditing standards and accordingly included such tests and other procedures as I (we) considered necessary in the circumstances.

In my (our) opinion, the Section II, Part A, Column B, Section IV and Section VII, Part A of the Annual Reconciliation Report presents fairly the information contained therein for the year ended _____ in accordance with the Technical Instructions.

(City)

(Date)

(Licensed Public Accountant)

March 2003