



The Corporation of the County of Wellington
Social Services Committee
Agenda

March 11, 2015

1:00 pm

County Administration Centre
Guthrie Room

Members: Warden Bridge; Councillors Anderson (Chair), Black, Davidson, L. White

	Pages
1. Call to Order	
2. Declaration of Pecuniary Interest	
3. Delegation:	
3.1 Mr. Shawn Armstrong, General Manager of Emergency Services, City of Guelph	
General Update	
4. Social Services Financial Statements as of February 2015	2 - 7
5. Child Care	
5.1 Student Policy for Fee Subsidy Report	8 - 19
5.2 Wage Enhancement / Home Child Care Enhancement Grant - Verbal	
5.3 County Child Care Director as AMO Representative on Provincial Municipal Working Group - Verbal	
6. Housing	
6.1 Prequalification of General Contractors – Social Housing Elevator and Expansion Project	20 - 21
6.2 Housing Statistics	22 - 22
7. Ontario Works	
7.1 Municipal Discretionary Benefits Report	23 - 42
7.2 Ontario Works Statistics	43 - 44
8. Closed Meeting	
9. Rise and Report	
10. Adjournment	
Next meeting date April 8, 2015 or at the call of the Chair.	



County of Wellington
Ontario Works
Statement of Operations as of
28 Feb 2015

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$19,862,400	\$3,267,810	\$3,267,810	16%	\$16,594,590
Municipal Recoveries	\$3,576,300	\$173,673	\$487,673	14%	\$3,088,627
Other Revenue	\$52,300	\$10,783	\$10,783	21%	\$41,517
Internal Recoveries	\$10,300	\$5,040	\$5,040	49%	\$5,260
Total Revenue	\$23,501,300	\$3,457,306	\$3,771,306	16%	\$19,729,994
Expenditures					
Salaries, Wages and Benefits	\$5,955,200	\$452,157	\$900,373	15%	\$5,054,827
Supplies, Material & Equipment	\$179,300	\$12,373	\$13,746	8%	\$165,554
Purchased Services	\$406,900	\$19,642	\$47,837	12%	\$359,063
Social Assistance	\$17,330,600	\$1,323,341	\$2,847,760	16%	\$14,482,840
Transfer Payments	\$24,300	\$0	\$0	0%	\$24,300
Insurance & Financial	\$0	\$569	\$569	0%	\$(569)
Internal Charges	\$1,334,800	\$115,326	\$225,474	17%	\$1,109,326
Total Expenditures	\$25,231,100	\$1,923,408	\$4,035,759	16%	\$21,195,341
NET OPERATING COST / (REVENUE)	\$1,729,800	\$(1,533,898)	\$264,454	15%	\$1,465,346
NET COST (REVENUE)	\$1,729,800	\$(1,533,898)	\$264,454	15%	\$1,465,346



County of Wellington
Child Care Services
Statement of Operations as of
28 Feb 2015

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$11,117,700	\$1,864,517	\$1,864,517	17%	\$9,253,183
Municipal Recoveries	\$2,773,600	\$447,890	\$632,890	23%	\$2,140,710
User Fees & Charges	\$254,000	\$17,701	\$34,535	14%	\$219,465
Internal Recoveries	\$354,900	\$3,129	\$3,129	1%	\$351,771
Total Revenue	\$14,500,200	\$2,333,237	\$2,535,071	17%	\$11,965,129
Expenditures					
Salaries, Wages and Benefits	\$3,957,800	\$304,616	\$600,828	15%	\$3,356,972
Supplies, Material & Equipment	\$222,700	\$15,931	\$8,496	4%	\$214,204
Purchased Services	\$350,800	\$597	\$42,229	12%	\$308,571
Social Assistance	\$9,826,100	\$317,716	\$1,922,106	20%	\$7,903,994
Transfer Payments	\$0	\$(880)	\$0	0%	\$0
Insurance & Financial	\$1,800	\$2,034	\$2,034	113%	\$(234)
Minor Capital Expenses	\$119,600	\$15,570	\$15,570	13%	\$104,030
Internal Charges	\$1,003,000	\$57,147	\$111,279	11%	\$891,721
Total Expenditures	\$15,481,800	\$712,732	\$2,702,542	17%	\$12,779,258
NET OPERATING COST / (REVENUE)	\$981,600	\$(1,620,505)	\$167,472	17%	\$814,128
NET COST (REVENUE)	\$981,600	\$(1,620,505)	\$167,472	17%	\$814,128



County of Wellington
Social Housing
Statement of Operations as of
28 Feb 2015

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$7,742,300	\$1,022,725	\$1,314,393	17%	\$6,427,907
Municipal Recoveries	\$15,117,700	\$1,007,322	\$2,297,322	15%	\$12,820,378
Licenses, Permits and Rents	\$5,200,000	\$441,367	\$889,434	17%	\$4,310,566
User Fees & Charges	\$52,500	\$4,144	\$8,743	17%	\$43,757
Total Revenue	\$28,112,500	\$2,475,559	\$4,509,892	16%	\$23,602,608
Expenditures					
Salaries, Wages and Benefits	\$3,617,300	\$265,340	\$526,217	15%	\$3,091,083
Supplies, Material & Equipment	\$362,400	\$15,944	\$31,424	9%	\$330,976
Purchased Services	\$6,365,600	\$803,683	\$1,084,916	17%	\$5,280,684
Social Assistance	\$18,004,300	\$1,292,929	\$2,625,455	15%	\$15,378,845
Transfer Payments	\$1,158,200	\$0	\$289,543	25%	\$868,657
Insurance & Financial	\$233,600	\$161,025	\$165,069	71%	\$68,531
Minor Capital Expenses	\$607,000	\$79,618	\$89,794	15%	\$517,206
Internal Charges	\$671,500	\$56,517	\$111,987	17%	\$559,513
Total Expenditures	\$31,019,900	\$2,675,056	\$4,924,404	16%	\$26,095,496
NET OPERATING COST / (REVENUE)	\$2,907,400	\$199,497	\$414,511	14%	\$2,492,889
Transfers					
Transfers from Reserves	\$(148,100)	\$0	\$0	0%	\$(148,100)
Transfer to Reserves	\$1,500,000	\$0	\$0	0%	\$1,500,000
Total Transfers	\$1,351,900	\$0	\$0	0%	\$1,351,900
NET COST (REVENUE)	\$4,259,300	\$199,497	\$414,511	10%	\$3,844,789



County of Wellington
County Affordable Housing
Statement of Operations as of
28 Feb 2015

	Annual Budget	February Actual \$	YTD Actual \$	YTD Actual %	Remaining Budget
Revenue					
Grants and Subsidies	\$206,800	\$0	\$0	0%	\$206,800
Licenses, Permits and Rents	\$571,800	\$48,155	\$93,980	16%	\$477,820
Total Revenue	\$778,600	\$48,155	\$93,980	12%	\$684,620
Expenditures					
Salaries, Wages and Benefits	\$3,700	\$338	\$929	25%	\$2,771
Supplies, Material & Equipment	\$32,200	\$1,152	\$2,850	9%	\$29,350
Purchased Services	\$370,200	\$25,588	\$34,048	9%	\$336,152
Insurance & Financial	\$13,700	\$11,233	\$11,233	82%	\$2,467
Minor Capital Expenses	\$26,600	\$0	\$0	0%	\$26,600
Debt Charges	\$302,000	\$0	\$(9,398)	(3%)	\$311,398
Total Expenditures	\$748,400	\$38,311	\$39,662	5%	\$708,738
NET OPERATING COST / (REVENUE)	\$(30,200)	\$(9,844)	\$(54,318)	180%	\$24,118
Transfers					
Transfer to Reserves	\$530,200	\$0	\$0	0%	\$530,200
Total Transfers	\$530,200	\$0	\$0	0%	\$530,200
NET COST (REVENUE)	\$500,000	\$(9,844)	\$(54,318)	(11%)	\$554,318



County of Wellington

01-March-2015

Social Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2015

	Approved Budget	February Actual	Current Year	Previous Years	LIFE-TO-DATE ACTUALS		Remaining Budget
					Total	% of Budget	
Ontario Works							
129 Wyndham, Lobby Renovations	\$150,000	\$0	\$0	\$0	\$0	0%	\$150,000
Subtotal Ontario Works	\$150,000	\$0	\$0	\$0	\$0	0%	\$150,000
Child Care Services							
Willowdale Construction	\$2,375,000	\$91,849	\$10,235	\$2,283,372	\$2,293,607	97%	\$81,393
Subtotal Child Care Services	\$2,375,000	\$91,849	\$10,235	\$2,283,372	\$2,293,607	97%	\$81,393
Social Housing							
261-263 Speedvale Elevator	\$1,340,000	\$5,617	\$5,617	\$0	\$5,617	0%	\$1,334,383
263 Speedvale Fire System	\$60,000	\$1,272	\$1,272	\$13,073	\$14,345	24%	\$45,655
51 John St Make up Air Unit	\$70,000	\$92	\$92	\$13,829	\$13,921	20%	\$56,079
229 Dublin Roof	\$310,000	\$190	\$190	\$9,046	\$9,237	3%	\$300,764
130 Grange Balcony Waterproof	\$170,000	\$65,310	\$65,310	\$101,973	\$167,283	98%	\$2,717
212 Whites Rd Make up Air Unit	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
212 Whites Rd Balcony	\$120,000	\$35,261	\$35,261	\$37,117	\$72,378	60%	\$47,622
Fire Syst Upgrds Cty Locations	\$360,000	\$0	\$0	\$0	\$0	0%	\$360,000
Fire Syst Upgrd County Lcation	\$238,000	\$0	\$0	\$0	\$0	0%	\$238,000
Elizabeth St. Roof	\$60,000	\$0	\$0	\$0	\$0	0%	\$60,000
229 Dublin Make Up Air Unit	\$50,000	\$0	\$0	\$0	\$0	0%	\$50,000
32 Hadati Roof Dsign and Replc	\$20,000	\$0	\$0	\$0	\$0	0%	\$20,000
56 Mill St Front Entry Reno	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000
56 Mill St Roof	\$60,000	\$0	\$0	\$0	\$0	0%	\$60,000
450 Albert St Roof	\$100,000	\$0	\$0	\$0	\$0	0%	\$100,000
450 Albert Make Up Air Unit	\$70,000	\$0	\$0	\$0	\$0	0%	\$70,000
Mt. Forest Proprrty Acquisition	\$1,300,000	\$0	\$0	\$0	\$0	0%	\$1,300,000
Subtotal Social Housing	\$4,478,000	\$107,742	\$107,742	\$175,039	\$282,781	6%	\$4,195,219



County of Wellington

01-March-2015

Social Services

Capital Work-in-Progress Expenditures By Departments All Open Projects For The Period Ending February 28, 2015

	LIFE-TO-DATE ACTUALS						
	Approved Budget	February Actual	Current Year	Previous Years	Total	% of Budget	Remaining Budget
Affordable Housing							
Investing in Affordable Hsing	\$600,000	\$0	\$0	\$0	\$0	0 %	\$600,000
165 Gordon Generator Dehumid	\$320,000	\$0	\$0	\$0	\$0	0 %	\$320,000
182 George St Capital Works	\$50,000	\$0	\$0	\$0	\$0	0 %	\$50,000
Subtotal Affordable Housing	\$970,000	\$0	\$0	\$0	\$0	0%	\$970,000
Total Social Services	\$7,973,000	\$199,592	\$117,977	\$2,458,411	\$2,576,388	32 %	\$5,396,612



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Social Services Committee

From: Luisa Artuso, Director of Child Care Services

CC-15-02

Date: March 11, 2015

Subject: Child Care Fee Subsidies – Student Policy

Background:

Fee subsidy is available for eligible families to assist with the cost of child care which is an essential support for many parents to balance demands of a career and family while playing a key role in helping to promote healthy child development and helping children reach their full potential.

As per the Ontario Child Care Service Management and Funding Guideline 2015, in addition to child care fee subsidies for Ontario Works recipients, parents may be eligible for fee subsidies based on an income test and need for care. Under these provisions, parents may receive fee subsidies for:

- children under 10 years of age (or up to 12 years of age where there are special circumstances) while participating in the workforce or pursuing education or training
- children with special needs under the age of 18 years

Overall, fee subsidy for eligible families is subject to the availability of subsidy funds within the annual child care budget and the number of available and accessible child care spaces in the service delivery area. Fee subsidies are issued on behalf of the families to licensed child care programmes and recreational services that have a Purchase of Service Agreement for Fee Subsidy with the County of Wellington

Update:

During a policy review process, staff recommend the approval of the attached Child Care Fee Subsidy Student Policy which combines the policies and procedures of various fee subsidy policies into one document specific for parents who may be eligible under the income test and pursuing education or training.

The policy also introduces the requirement of a Student Plan in order to establish, support and monitor the parents' progress while creating a reasonable time frame for the completion of educational goals and use of fee subsidy funds.

Attachments: Child Care Fee Subsidy Student Policy with Study Plans

Recommendation:

That Committee and Council approve the Child Care Fee Subsidy Student Policy attached to report CC-15-17 as of April 1, 2015.

Respectfully submitted,

A handwritten signature in cursive script that reads "Luisa Artuso". The signature is written in dark ink and is positioned above the printed name and title.

Luisa Artuso
Director of Child Care Services

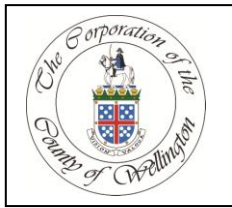


County of Wellington, Child Care Services
Student Study Plan
High School or Equivalency, Continuing Education, Academic Upgrading
Private College Programme

This information is gathered to help us understand your plans and goals as a student and to help us determine how Child Care Subsidy can help you reach your goal. If your study plan changes in anyway, contact your Child Care Subsidy Worker immediately as it may change what child care is approved for your child.

We will also need confirmation of registration from the school you are attending. Your attendance is also monitored.

Student's Name:	
School Programme: (eg. High school, continuing education, upgrading)	
Attending School:	
Start date:	
Expected finish date:	
Days & Hours will you attend	<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday Hours: _____ to _____
Are you taking correspondence or distance education courses?	<input type="checkbox"/> No <input type="checkbox"/> Yes How many & when? _____
What is your goal in attending this programme and how will this help you get there? (eg. employment, further studies) Please give details _____ _____ _____ _____ _____ _____ _____	
What income are you receiving? (check all that apply) <input type="checkbox"/> OW <input type="checkbox"/> ODSP <input type="checkbox"/> Employment Income <input type="checkbox"/> Family/Spouse income <input type="checkbox"/> OSAP <input type="checkbox"/> Second Career/EI <input type="checkbox"/> Bursary <input type="checkbox"/> Other (describe all) _____	
What other school programmes have you already taken? List all educational programmes, diplomas, certificates you have been enrolled in and/or completed). • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
I agree that this study plan is accurate and reflects my current student goals. I agree to contact my Child Care Subsidy Worker if there are any changes in where I attend school, the course(s) I take, or the hours I attend. _____ _____	
Student Signature	Date



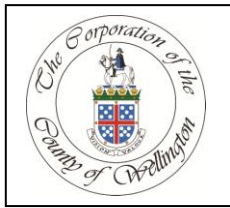
County of Wellington, Child Care Services

Student Study Plan

College/University

This information is gathered to help us understand your plans and goals as a student and to help us determine how Child Care Subsidy can help you reach your goal. If your study plan changes in anyway, contact your Child Care Subsidy Worker immediately as it may change what child care is approved for your child.
We will also need confirmation of registration from the school you are attending. Your attendance is also monitored.

Student's Name:	
Name of Programme:	
Attending School:	
Regular length of programme. (ie. 2 years, 4 semesters)	
Start date:	
Expected finish date:	
How many credits per semester are considered full-time?	
How many credits will you be taking each semester? <input type="checkbox"/> full-time (100% course load each semester) <input type="checkbox"/> full-time but reduced number of courses (____ courses/semester). <input type="checkbox"/> part-time (____ courses/semester)	
Do you plan to attend: <input type="checkbox"/> continuous – 3 semesters/year <input type="checkbox"/> 2 semesters/year <input type="checkbox"/> Correspondence <input type="checkbox"/> Co-op <input type="checkbox"/> Other (describe) _____	
What funding are you receiving as a student? (check all that apply) <input type="checkbox"/> OSAP <input type="checkbox"/> Scholarship/Bursary <input type="checkbox"/> Second Career/Employment Insurance <input type="checkbox"/> TAsip <input type="checkbox"/> Family/Spouse Support <input type="checkbox"/> Other (describe all) _____	
What other school programmes have you already taken? List all educational programmes, diplomas, certificates you have been enrolled in since completing high school (or equivalent). <ul style="list-style-type: none"> • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No • _____ Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No 	
What is your goal in completing this programme? (ie. employment, additional programmes, graduate studies) Please give details _____ _____ _____ _____ _____	
I agree that this study plan is accurate and reflects my current student goals. I agree to contact my Child Care Subsidy Worker if there are any changes in where I attend school, the course(s) I take, or the hours I attend.	
Student Signature _____	Date _____



County of Wellington, Child Care Services

Study Plan

Internationally Trained Professional – Working Towards Canadian Certification

This information is gathered to help us understand your plans and goals as a student and to help us determine how Child Care Subsidy can help you reach your goal. If your study plan changes in anyway, contact your Child Care Subsidy Worker immediately as it may change what child care is approved for your child.

Name of Applicant:	
What profession are you seeking Canadian certification for?	
Who is the governing body or College overseeing the Canadian certification	
What country did you receive your original professional training in?	

Please provide a summary of the process and requirements to gain Canadian certification. The summary should be from the governing body's website or written info you have received.

Describe your plan to achieve certification:

Activity: _____

Start Date: _____ End Date: _____

Child care needed to ☐ attend course ☐ study for certification exam ☐ Work experience (☐ Paid ☐ Unpaid)

If for Certification Exam, which exam? _____ Date of Exam: _____

Activity: _____

Start Date: _____ End Date: _____

Child care needed to ☐ attend course ☐ study for certification exam ☐ Work experience (☐ Paid ☐ Unpaid)

If for Certification Exam, which exam? _____ Date of Exam: _____

Activity: _____

Start Date: _____ End Date: _____

Child care needed to ☐ attend course ☐ study for certification exam ☐ Work experience (☐ Paid ☐ Unpaid)

If for Certification Exam, which exam? _____ Date of Exam: _____

Activity: _____

Start Date: _____ End Date: _____

Child care needed to ☐ attend course ☐ study for certification exam ☐ Work experience (☐ Paid ☐ Unpaid)

If for Certification Exam, which exam? _____ Date of Exam: _____

Activity: _____

Start Date: _____ End Date: _____

Child care needed to ☐ attend course ☐ study for certification exam ☐ Work experience (☐ Paid ☐ Unpaid)

If for Certification Exam, which exam? _____ Date of Exam: _____

What income do you receive? (check all that apply)

☐ OSAP ☐ Scholarship/Bursary ☐ Second Career/Employment Insurance ☐ Family/Spouse Support

☐ Other (describe all) _____

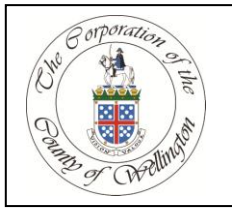
What steps have you already taken towards certification?

- _____ Completed? ☐ Yes ☐ No
- _____ Completed? ☐ Yes ☐ No
- _____ Completed? ☐ Yes ☐ No
- _____ Completed? ☐ Yes ☐ No

I agree that this study plan is accurate and reflects my current student goals.

I agree to contact my Child Care Subsidy Worker if there are any changes in where I attend school, the course(s) I take, or the hours I attend.

Student Signature	Date
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County of Wellington, Child Care Services

Student Study Plan

Graduate Studies

This information is gathered to help us understand your plans and goals as a student and to help us determine how Child Care Subsidy can help you reach your goal. If your study plan changes in anyway, contact your Child Care Subsidy Worker immediately as it may change what child care is approved for your child.

We also require a letter from your Faculty Advisor regarding your graduate programme and expected completion date.

Student's Name:									
University & Faculty:									
Level of Study:	<input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Masters & PhD combined								
Start date:									
Expected finish date:									
Do you plan to attend: <input type="checkbox"/> continuous – 3 semesters/year <input type="checkbox"/> 2 semesters/year <input type="checkbox"/> Correspondence <input type="checkbox"/> Other (describe) _____									
What funding are you receiving as a student? (check all that apply) <input type="checkbox"/> OSAP <input type="checkbox"/> Scholarship/Bursary <input type="checkbox"/> Second Career/Employment Insurance <input type="checkbox"/> TAsip <input type="checkbox"/> Family/Spouse Support <input type="checkbox"/> Other (describe all) _____									
What other school programmes have you already taken? List all educational programmes, diplomas, certificates you have been enrolled in since completing high school (or equivalent). <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">• _____</td> <td style="width: 30%;">Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td>• _____</td> <td>Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td>• _____</td> <td>Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td>• _____</td> <td>Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table>		• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No								
• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No								
• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No								
• _____	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No								
What is your goal in completing this programme? (ie. Type of employment, additional programmes, graduate studies) Please give details _____ _____ _____ _____ _____									
I agree that this study plan is accurate and reflects my current student goals. I agree to contact my Child Care Subsidy Worker if there are any changes in where I attend school, the course(s) I take, or the hours I attend.									
_____ Student Signature	_____ Date								

COUNTY OF WELLINGTON POLICY & PROCEDURE MANUAL



DEPARTMENT	SOCIAL SERVICES CHILD CARE SERVICES	POLICY NUMBER	FS 010
SECTION	INTAKE AND ELIGIBILITY	EFFECTIVE DATE	April 1, 2015
SUBJECT	FEE SUBSIDY – STUDENT POLICY	REVISION DATE:	
AUTHORITY	CHILD CARE SERVICES		

Purpose:

Child care plays a key role in helping promote healthy child development and helping children reach their full potential. It is an essential support for many parents, helping them to balance the demands of career and family while participating in the workforce of pursuing education and training towards employability. Fee subsidies for eligible families is subject to the availability of subsidy funds based on the annual child care budget as well the availability and accessibility of child care spaces in the service delivery area.

This policy is in accordance with the Ministry of Education's Ontario Child Care Service Management and Funding Guidelines (2015) for parents to access fee subsidies based on an income test and pursuing education or training.

Policy:

DEFINITION OF STUDENT:

Students are considered to be applicants currently attaining:

- High school/GED certification or Equivalent
(e.g. attending high school, Continuing Education, Academic Upgrading)
- English as a Second Language
(e.g. St. George's School)
- Specialized Employment/Education certificate
(e.g. Focus for Change, Ways to Work)
- Private College certificate/diploma programmes
(e.g. Trios College, Medix College, Marvel Beauty School)
- Apprenticeship Programme (must be registered in a formal programme)
- College Diploma (2 or 3 year diploma, degree with university affiliate)
- University – undergrad (bachelor degree)
- University – graduate (Masters, PhD)
- Internationally trained professional working towards Canadian credentials

Note: Distance Education is a method of attaining one of the above educational activities and is subject to additional considerations.

Procedure:

ELIGIBILITY CRITERIA:

- be a attending a recognized, registered school (registered with Ministry of Training, Colleges and Universities, OSAP eligible, or if outside Ontario – registered in the province/state it operates and OSAP eligible)
- be enrolled in a specific educational programme working towards a certification, diploma or degree. This does not include general interest courses or individual course credits. Individual courses taken to gain entry into a specific school programme are only considered in exceptional circumstances. Consideration includes: academic goals, previous enrollment in educational programmes, attendance and progression in previous programmes.
- be financial eligible based on an income test
- be in receipt of an approved Study Plan deemed by the Manager of Intake and Eligibility

ONGOING REQUIREMENTS:

- Maintain regular attendance
- Maintain enrollment at same level child care was approved for
- Report any changes in enrollment as they occur
- Maintain/submit subsidy file review appointments/documentation

Note: Overpayments may be issued should the student not meet these requirements

APPROVAL OF CHILD CARE:

Consideration is given for students to attend class as well as study time. Approval is generally up to 8 hours/day. Registration may include courses offered daytime, evenings or on-line.

For the purposes of this policy:

- *preschool age* refers to children 0 up to 3.8 years of age;
- *school age* refers to children 3.8 up to 12 of age.

A: HIGH SCHOOL, COLLEGE (INCLUDES PRIVATE), UNIVERSITY:

FULL TIME: registered full time based on school's registration definition

- Care approved for preschool age children
 - Centre based = 5 full days (based on 8hours/day)
 - Private Home Child Care = 5 A-codes (based on 8 hours/day) – provider & parent negotiate daily schedule not to exceed 40 hours weekly
- Care approved for school-age children
 - Approved for before **or** after school
 - Exception: proof provided that in-class schedule requires both
 - Non-instructional days - care approved up to 8 hours/day
 - Exception: if parent's school is closed
- Length of Study Approved:
 - College (typically 4 semesters) – maximum of 5 semesters of full time enrollment
 - College (typically 6 semesters) – maximum of 7 semesters of full time enrollment
 - Undergrad (typically 8 semesters) – maximum of 10 semesters of full time enrollment
 - Private College – based on completion date identified at registration
 - High School – with full time enrollment completion within maximum 5 years from beginning grade 9

PART TIME: registered part time based on school's registration definition

- Minimum enrollment is 2 courses per semester
- Care approved based on actual hours in class.
- Approval for College or University courses:
 - Preschool age child: 1 full day of child care per course that is taken as part of diploma/degree programme
 - School-age child: care approved only if needed for applicant to physically attend class - up to a maximum of 1 day for each course (typically sufficient time is available for applicant to complete studies while child is at school.)
- Length of Study Approved: based on actual length needed to complete required courses

DISABILITY ACCOMODATION: Disability accommodations granted by the school (full time registration for part-time studies) will be honored.

B: ACADEMIC UPGRADING, APPRENTICESHIP PROGRAMMES, CONTINUING EDUCATION, ENGLISH AS A SECOND LANGUAGE, SPECIALIZED EMPLOYMENT PROGRAMMES:

- Care approved based on actual hours in class
- Length of Study Approved: based on reasonable timeline identified by school in order for applicant to achieve academic/training goals.

C: GRADUATE STUDIES – FULL TIME MASTERS, DOCTORATE, MASTERS/DOCTORATE COMBINED:

Subsidy can support child care for an individual to attain up to one Masters and/or Doctorate

FULL TIME: registered full time based on school's registration definition

- Care approved for preschool age children
 - Centre based = 5 full days (based on 8 hours/day)
 - PHDC = 5 A-codes (based on 8 hours/day) – provider & parent negotiate daily schedule not to exceed 40 hours weekly
- Care approved for school-age children
 - Approved for before **or** after school
Exception: proof provided that class or lab schedule/field work requires both
 - Non-instructional days - care approved up to 8 hours/day
Exception: if parent's school is also closed/holidays care is not approved
- Length of Study Approved:
 - Masters – based on letter from the Faculty Advisor outlining the estimated timeline for completion. Typically approval will be up to a maximum of 2 years.
 - Doctorate (PhD) - based on letter from the Faculty Advisor outlining the estimated timeline for completion. Typically approval will be up to a maximum of 4 years.
 - Masters/PhD combined - based on letter from the Faculty Advisor outlining the estimated timeline for completion. Typically approval will be up to a maximum of 6 years.
 - In exceptional circumstances; a short period of additional time to complete graduate studies could be approved. A clear plan for completion must be provided by applicant & supported by Faculty Advisor. Other considerations include why delay has occurred, level of care already provided and age of children.
 - As applicant approaches time for Defense, the Defense date plus 2 weeks to complete revisions will be used to determine last day of student status.

PART TIME: registered part time based on school's registration definition

- approved for up to 2 days/week for preschool age children only.
- approved for school age care only if needed for applicant to physically attend class or if confirmed that lab work cannot be interrupted for a day.

Note: Applicants involved in Post-Doctorate work are considered as employed and fall under employment related policy.

ADDITIONS:

SECOND CAREER AND OTHER SPONSORED PROGRAMMES:

- Applicants must access any funds available for child care (ie Dependent Care Allowance) – remaining costs can be covered by subsidy
- Dependent Care Allowance (DCA) is directly applied as part of parent fee – parent's share of cost is DCA or Parent Fee, whichever is more
- If other reasonable expenses (books, transportation) are covered through Second Career & this results in lesser DCA amount, this will be acceptable but must be outlined in contract that all available funds accessed before Subsidy with provide any child care support

ATTACHMENTS:

Subsidy Student Plan – Canadian Certification

Subsidy Student Plan – Colleges/Universities

Subsidy Student Plan – Graduate Studies

Subsidy Student Plan – High School/Continuing Education

Distance Education

- Same school & programme requirements must be met as someone attending school in person.
- Courses taken must have specified start and finish dates and grades assigned.
- Preschool age children – same requirements as other in-person education programmes.
- School-Age children – no care approved for part-time enrollment as sufficient time is available for applicant to complete studies while child is at school.

Internationally Trained Professionals Working Towards Canadian Credentials

- Each profession's certification process and requirements are vastly different therefore each request will need to be fully reviewed and approved by the manager.
- If care is required to study for certification exam, care for preschool age child may be approved for up to 3 days per week, for a maximum of 3 months during the time immediately before the exam. No care for school age children would be approved.

ATTENDANCE:

- Attendance is monitored for several of the programmes on an ongoing basis or as needed to confirm need for child care (e.g. ESL, Continuing Education, Academic Upgrading, private colleges).
- If an applicant is not attending regularly, as outlined on Fee letter, the CCSW will contact the applicant to discuss whether current level of child care is required for applicant to continue current student activity. If applicant wishes it to continue, a letter will be sent outlining Subsidy expectations for attendance, and attendance will continue to be monitored.
- If applicant's attendance does not improve and remain as expected, notice on the child care will be issued and an overpayment created.
- If an applicant reduced their course load or hours in class and does not report this, an overpayment will be created.

SEMESTER BREAKS:

- In order to maintain the child care space, Subsidy will cover care while student applicant is between semesters (only if enrolled for the following semester).
- Additional care will not be approved (ie full time care for school break)
- If child does not attend during this time absent days will be paid to programme (up to maximum of 30 absent days per year). The parent will be responsible to pay for any additional absent days.
- If parent is increasing to full-time care in the following semester, full-time care will be approved as of the first day of the new semester.
- If parent is reducing to part-time enrollment in the following semester, part time care begins at the end of the current semester.

NON-CONTINUOUS PROGRAMMES (ie summer off)

- If the applicant is registered to return to school in September but does not require child care during the summer, the applicant can be placed on a Break in Service during this time.
- The applicant must return to school and the children to child care at the beginning of the semester. If either does not return, file will be closed.
- If the applicant wishes to seek employment during the extended school break, they can request time to job search. Approval is granted up to 2 weeks for a 2 month break and 4 weeks for a 4 month break. If employment is not found, a Break in Service will be issued.

DELAYED COMPLETION OF PROGRAMME DUE TO FAILED COURSES

- The hours of care approved by Subsidy allows sufficient time for the student to attend class, plus additional study time. For this reason, Subsidy will not cover the cost of child care in order for an applicant to re-take courses they have not successfully completed.
- If exceptional circumstances resulted in the applicant not being able to successfully complete a programme on time, the student can write a letter of appeal to the Manager for consideration. The letter must include description of what exceptional circumstances were, how many courses applicant needs to take in order to complete programme, and a detailed plan for completing programme. If approved, the extension would be short term.

UPON COMPLETION OF SCHOOL PROGRAMME:

- Job Search can be granted as per job search policy
- Requests for Subsidy in order for an applicant to attend additional educational programmes would only be considered if:
 - reasonable time has passed, and efforts have been made but applicant has not successfully retained employment in related field
 - during previously supported educational programme, applicant had regular attendance and showed successful progression through the programme
 - applicant has explored options and has a clear plan regarding further education and employment options
 - educational programme applicant wishes to enroll in is not at a lower educational level than what they already attained (ie. continuing education after attaining college diploma)
- Applicants will not be approved to attend English as a Second Language if they have completed other educational programmes in English

Source: *Ontario Child Care Service Management and Funding Guidelines*
County of Wellington, Child Care Services Policies



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Social Services Committee
From: Mark Bolzon, Manager Purchasing and Risk Management Services
Date: Wednesday, March 11, 2015
Subject: Prequalification of General Contractors – Social Housing Elevator and Expansion Project at 261 & 263 Speedvale Avenue East, Guelph

Background:

Staff issued a Request For Proposal (RFP) Project No. CW2015-007 for the prequalification process to select qualified General Contractors to complete the elevator installation and expansion to the Speedvale Avenue Social Housing complex.

The intent of the work is to provide an addition joining the two existing buildings at this site. The new addition will include an elevator and all necessary incidentals to provide a fully functioning elevator, elevator hoist way, machine room, and related lobbies; new entrance vestibule to meet accessibility requirements; new scooter storage area, new common room, and two new barrier free accessible dwelling units, complete with all electrical, mechanical, etc. equipment related to these new elements at 261 & 263 Speedvale Avenue East in Guelph, Ontario. Work will commence over the summer of 2015 and be completed early 2016.

Staff received twenty six (26) submissions for this project. The submissions were reviewed by staff, the project engineer (Brown and Beattie Building Science Engineering), and the project architect (Grinham Architects).

The following firms are recommended to be pre-qualified to submit bids on the project –

- CRD Construction Ltd., Guelph
- Dakon Construction Ltd., Waterloo
- Collaborative Structures Limited, Cambridge
- TRP Construction, Burlington
- Devlan Construction Ltd., Guelph
- Reid & Deleye Contractors Ltd., Courtland
- Merit Contractors Niagara, St. Catherine's

Recommendation:

That the following firms/contractors are approved as pre-qualified firms authorized to bid on County of Wellington Social Housing Construction Project located at 261 & 263 Speedvale Avenue East in Guelph, Ontario

- CRD Construction Ltd., Guelph
- Dakon Construction Ltd., Waterloo
- Collaborative Structures Limited, Cambridge
- TRP Construction, Burlington
- Devlan Construction Ltd., Guelph
- Reid & Deleye Contractors Ltd., Courtland
- Merit Contractors Niagara, St. Catharine's

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Mark Bolzon', with a long horizontal stroke extending to the right.

Mark Bolzon

Manager Purchasing and Risk Management Services

Applicant Services									
CWL Composition (These figures represent the Centralized Waiting List composition on the last day of the corresponding quarter)									
Total 2014 Q4 Applications on CWL:		1242		Total 2014 Q4 Household Members:		2357		Average members per application:	1.90
Total 2014 Q3 Applications on CWL:		1291		Total 2014 Q3 Household Members:		2408		Average members per application:	1.87
CWL Activity (Total Centralized Waiting List actions between Oct 1, 2014 & Dec 31, 2014)							Housed By Priority (transfers not included)		
	Total	RGI	Housing Allowance	Affordable	Transfers		Chronological	62.5%	
Housed	90	53	16	3	18		Special Priority	36.1%	
%	100%	58.9%	17.8%	3.3%	20.0%		Local Priority	1.4%	
Wait Times (These figures represent the average CWL wait times for those housed between January 1, 2014 & December 31, 2014)									
CMSM* Chronological		All Units Types		Bachelor	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom
Wait Times (years)		2.2 Years		1.1 Years	2.8 Years	1.4 Years	2.0 Years	N/A**	N/A**
*(CMSM - Consolidated Municipal Service Manager, encompassing the geographic region of the County of Wellington, including the City of Guelph)									
**(N/A - Not Applicable, as no units of this size were housed chronologically during the time period specified)									
Housing Help Centre (these figures show the number of supports provided from October 1, 2014 & December 31, 2014)									
Housing Help Centre supports provided:				186		Rent Bank supports provided:		152	
Properties and Unit Composition									
CWHS Unit Breakdown (as of December 31, 2014)					Housing Provider Breakdown (Service Level Standard)				
CWHS* Owned Properties			31		Housing Providers			21	
CWHS* RGI Units			1189		Total Number of Properties			31	
Rent Support Units			232		Rent-geared-to-income Units			1089	
Housing Allowance Units			99		Market Rent Units			476	
Total Units with Rental Support			1520		Total Number of Housing Provider Units			1565	
*(CWHS) County of Wellington Housing Services					*100% of federal units are under "market rent units"				
Housing Operations									
CWHS Maintenance Activity (between October 1, 2014 & December 31, 2014)									
Work Orders Scheduled			752		Move Outs			28	
Work Orders Closed			707		Move ins			20	
Affordable Housing									
Affordable Housing New Rental					Affordable Housing Units In Development				
Affordable Housing Projects Built since 2005			6		Affordable Housing In Development			1	
Number of Affordable Housing Units			229		Number of Affordable Housing Units			8	
Affordable Units Directly Owned by CWHS			65		Occupancy Date			June 2015	



To: Chair and Members of the Social Services Committee
From: Stuart Beumer, Director of Ontario Works
Date: Wednesday, March 11, 2015
Subject: **Discretionary Benefits to Individuals and Families – 2014 Annual Report**

Background:

This report provides the Committee with an overview of the 100% municipally funded assistance that the Ontario Works office has delivered to individual clients throughout 2014. These are benefits that are delivered to low income individuals and families who are not eligible for provincial social assistance or, in exceptional circumstances, to provide benefits to social assistance recipients that are not eligible to be cost-shared with the Province. These investments primarily support the immediate medical and emergency needs of low income individuals in our community and are a vital component of our local social assistance system.

All clients that request discretionary benefits are required to make an application to the Ontario Works office. Financial eligibility is determined through a needs test that assesses the clients income, assets and basic eligible expenses in relation to the cost of the particular benefit required. Medical verification is also required to support the request when applicable. Value for money is ensured by requiring multiple quotes for higher cost or non-standard items, establishing benefit maximums in certain areas, entering into service agreements with benefit providers in certain areas and cost-sharing items with clients or partner service providers when possible.

The attached report provides a brief overview of the categories of benefits that we provide and details the expenditures that are being made in each category. The Report also indicates both the total number of clients served as well as a unique client count by category.

In 2014 municipally funded discretionary benefits provided assistance to 933 unique individuals or families a total of 3302 times. Total discretionary benefits expenditures in 2014 were \$344,516; representing a decrease of 5.5% over 2013.

Attachment: “Discretionary Benefits to Individuals and Families – 2014 Annual Report” prepared by Ryan Pettipiere, Manager of Special Services.

Recommendation:

That report OW-15-03 and the attached Discretionary Benefits Report to Individuals and Families 2014 Annual Report be received for information.

Respectfully submitted,

Stuart Beumer
Director of Ontario Works

Discretionary Benefits to Individuals and Families – 2014 Annual Report

100% Municipal Expenditure

February 2015



Special Services Unit
County of Wellington

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SECTION 1 - INTRODUCTION

1.1 BACKGROUND

Discretionary benefits are provided on a case-by-case basis at the discretion of the Ontario Works Administrator or their designate. Requests for 100% municipally funded Discretionary Benefits are handled by the Special Services Unit.

For a summary of Discretionary Benefit categories and descriptions see Appendix A.

In all cases sufficient medical verification and/or determination of financial need is required. Financial eligibility to receive Discretionary Benefits is determined through a needs test, (see Appendix B for the assessment form used). In order to determine the client's eligibility and ability to contribute towards the cost of a discretionary item/benefit, the eligible household expenses are compared against household income and assets.

Municipal Discretionary Benefits are provided to low income residents of Guelph and Wellington County when there is no other social assistance programme or other community support that meets their need. Wherever possible cost sharing options with other agencies and programmes is sought.

1.2 DESCRIPTIONS

The following section lists each category of Discretionary Benefits and provides a brief description of benefits that may be issued. It also includes a breakdown of approximately how many individual clients accessed the benefit throughout the year as well as how much was spent in comparison to previous years. In this report a unique client count has been included in addition to the total client count. This provides the difference between how often a benefit was accessed compared to how

many individuals accessed it. For example a client may access the benefit more than once in a calendar year increasing the total client count but still only being counted once in the unique client count.

DENTAL

Discretionary Benefits provides emergency dental care for adults as well as dental care that supports employability or quality of life.

Services for cosmetic or preventative reasons are not provided.

The Ontario Works dental fee schedule is used to determine appropriate fees.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$40 068.69	67	\$24,143.89	52	\$64 212.58	119	62
2012	\$29,178.23	69	\$8,551.06	14	\$37,729.29	83	58
2013	\$48,563.41	94	\$16,584.54	34	\$65,147.95	128	76
2014	\$28,761.04	54	\$10,684.30	15	\$39,445.34	69	53

DIABETIC SUPPLIES

Discretionary Benefits assistance provides for diabetic necessities such as alcohol swabs, lancets, monitors, syringes test strips or other medically necessary items not covered by another source.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$2,340.39	14	\$1 512.05	15	\$3,852.44	29	26
2012	\$2,556.72	17	\$1,440.29	6	\$3,997.01	23	15
2013	\$12,023.10	51	\$3,097.67	15	\$15,120.77	66	20
2014	\$1,742.76	21	\$380.95	13	\$2,123.71	34	14

FUNERALS

Funerals and burials are approved at prescribed rates for eligible applicants. (See Appendix C for the 2014 Funeral rate fee schedule)

The Special Services Unit pursues all possible reimbursements to contribute to the cost of funerals and burials. The costs listed below include reimbursements received to date (total expenditures net of reimbursements). Further reimbursements may be received in the future as the time period to settle estates is often lengthy. In the 2013 year we achieved above average reimbursements many of which pertained to funerals completed in 2012. The overall effect of this significantly reduced the net cost of funerals for 2013 while 2014 sees a return to more typical costs in this category.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients
2011	\$4,799.54	5	\$7 080.52	8	\$11,880.06	13
2012	\$46,853.76	17	\$29,793.43	10	\$76,647.19	27

2013	\$2,345.74	14	\$15,614.10	14	\$17,959.84	28
2014	\$52,987.67	14	\$21,878.72	15	\$74,866.39	29

HEARING AIDS

Hearing aids can be approved where medically necessary to eligible applicants. Hearing aids are provided based on the most cost effective estimate submitted.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$2,450.00	2	\$300.00	1	\$2,750.00	3	3
2012	\$4,980.00	3	\$2,665.00	1	\$7,645.00	4	4
2013	\$5,160.00	3	\$2,505.00	1	\$7,665.00	4	4
2014	\$3,050.00	12	\$2,132.00	3	\$5,182.00	15	10

MEDICAL TRAVEL AND TRANSPORTATION

Medical Travel and Transportation costs when not covered by another source can be approved using the most cost effective and appropriate method of transportation.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$5,507.66	82	\$1,422.14	25	\$6,929.80	107	52
2012	\$4,380.50	61	\$1,619.38	23	\$5,999.88	84	61
2013	\$6,167.70	56	\$1,073.40	28	\$7,241.10	84	53
2014	\$5,760.65	75	\$1,114.41	26	\$6,875.06	101	76

PRESCRIPTION MEDICATION

Short term prescription medication may be covered while other funding sources such as Trillium are pursued.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$11,093.52	103	\$8,034.96	82	\$19,128.48	185	59
2012	\$13,525.78	123	\$5,894.96	64	\$19,420.74	187	99
2013	\$30,730.63	251	\$4,633.46	74	\$35,364.09	325	75
2014	\$21,915.13	229	\$3,976.80	80	\$25,891.93	309	93

PROSTHESIS

Any device that strengthens a bodily function is considered a prosthetic. Orthotics when medically necessary are covered under this category.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$2,216.00	5	\$900.00	2	\$3,116.00	7	7
2012	\$2,525.94	6	\$1,544.10	4	\$4,070.04	10	10
2013	\$1,228.00	3	\$1,300.19	4	\$2,528.19	7	7
2014	\$1,245.00	3	\$900.00	2	\$2,145.00	5	5

SURGICAL SUPPLIES

Surgical supplies are items required by a person being treated at home for an injury, infection or other condition. Surgical supplies may include: catheters, colostomy supplies, incontinence supplies, surgical condoms etc.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$22,722.51	173	\$10 557.27	81	\$33,279.78	254	120
2012	\$20,030.79	180	\$12,721.79	63	\$32,752.58	243	170
2013	\$21,129.77	191	\$6,725.59	47	\$27,855.36	238	112
2014	\$20,310.60	172	\$6,019.20	45	\$26,329.80	217	136

VISION

Adult vision care includes eyeglasses, lenses and frames, repairs or replacements. These requests are approved based on a cost estimate once in a 4 year period or with significant prescription change.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$3,254.90	15	\$2,069.00	7	\$5,323.90	22	22
2012	\$4,577.35	24	\$1,362.00	6	\$5,939.35	30	30
2013	\$4,729.20	23	\$1,700.00	7	\$6,429.20	30	30
2014	\$2,695.30	13	\$684.00	4	\$3,379.30	17	16

RURAL TRANSPORTATION PROGRAMME

The County of Wellington provides funding to the Community Resource Centre of North and Centre Wellington to provide the Rural Transportation Programme. This programme provides transportation supports to the residents of Wellington County enabling access to the supports, services and programmes that they require.

Funding supports the administration of the programme as well as the mileage for volunteer drivers.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$0	0	\$163,094.60	2414	\$163,094.60	2414	411
2012	\$0	0	\$146,833.87	2460	\$146,833.87	2460	374
2013	\$0	0	\$154,686.46	2173	\$154,686.46	2173	229
2014	\$0	0	\$139,705.03	2158	\$139,705.03	2158	226

OTHER BENEFITS

Other Benefits consist of items deemed necessary that do not fall into any of the previously listed categories. Most often in this category are payments for incontinence supplies, laboratory work, blood tests, occupational therapy recommended equipment like shower chairs, grab bars, commodes etc.

Year	City \$	City Clients	County \$	County Clients	Total \$	Total Clients	Unique Clients
2011	\$30,395.95	170	\$9,998.24	112	\$40,394.19	282	197
2012	\$21,558.10	189	\$5,285.96	139	\$26,844.06	328	259
2013	\$15,313.73	179	\$9,246.43	103	\$24,560.16	282	208
2014	\$14,743.93	276	\$3,828.80	72	\$18,572.73	348	275

SECTION 2 - BREAKDOWN

2.1 OVERALL EXPENDITURES CHART

The Following chart provides a summary of overall expenditures for 2014.

Benefit	City 2014 (\$)	County 2014 (\$)	Total 2014 (\$)
Dental	28,761.04	10,684.30	39,445.34
Diabetic Supplies	1,742.76	380.95	2,123.71
Funerals	52,987.67	21,878.72	74,866.39
Hearing Aids	3,050.00	2,132.00	5,182.00
Med T&T	5,760.65	1,114.41	6,875.06
Prescription Meds	21,915.13	3,976.80	25,891.93
Prosthesis	1,245.00	900.00	2,145.00
Surgical Supplies	20,310.60	6,019.20	26,329.80
Vision	2,695.30	684.00	3,379.30
Rural Transportation Programme	0	139,705.03	139,705.03
Other	14,743.93	3,828.80	18,572.73
Total	\$ 153,212.08	\$ 191,304.21	\$ 344,516.29

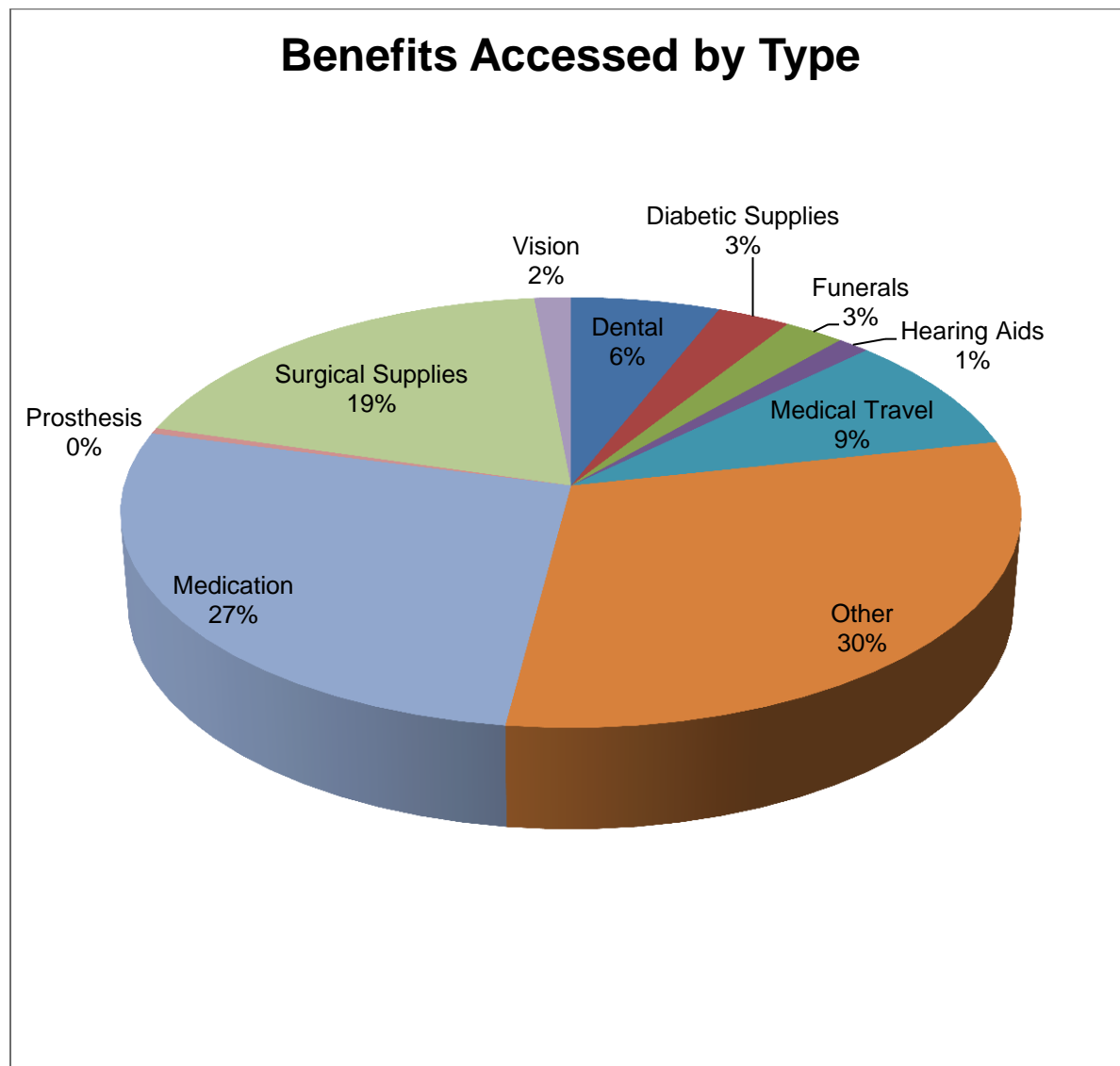
Total Expenditures in 2014 for the City represent an increase of \$5,820.80 from 2013 where expenditures were \$147,391.28.

Total Expenditures in 2014 for the County represent a decrease of \$25,862.63 from 2013 where expenditures were \$217,166.84.

The overall decrease in expenditures from 2013 to 2014 was \$20,041.83.

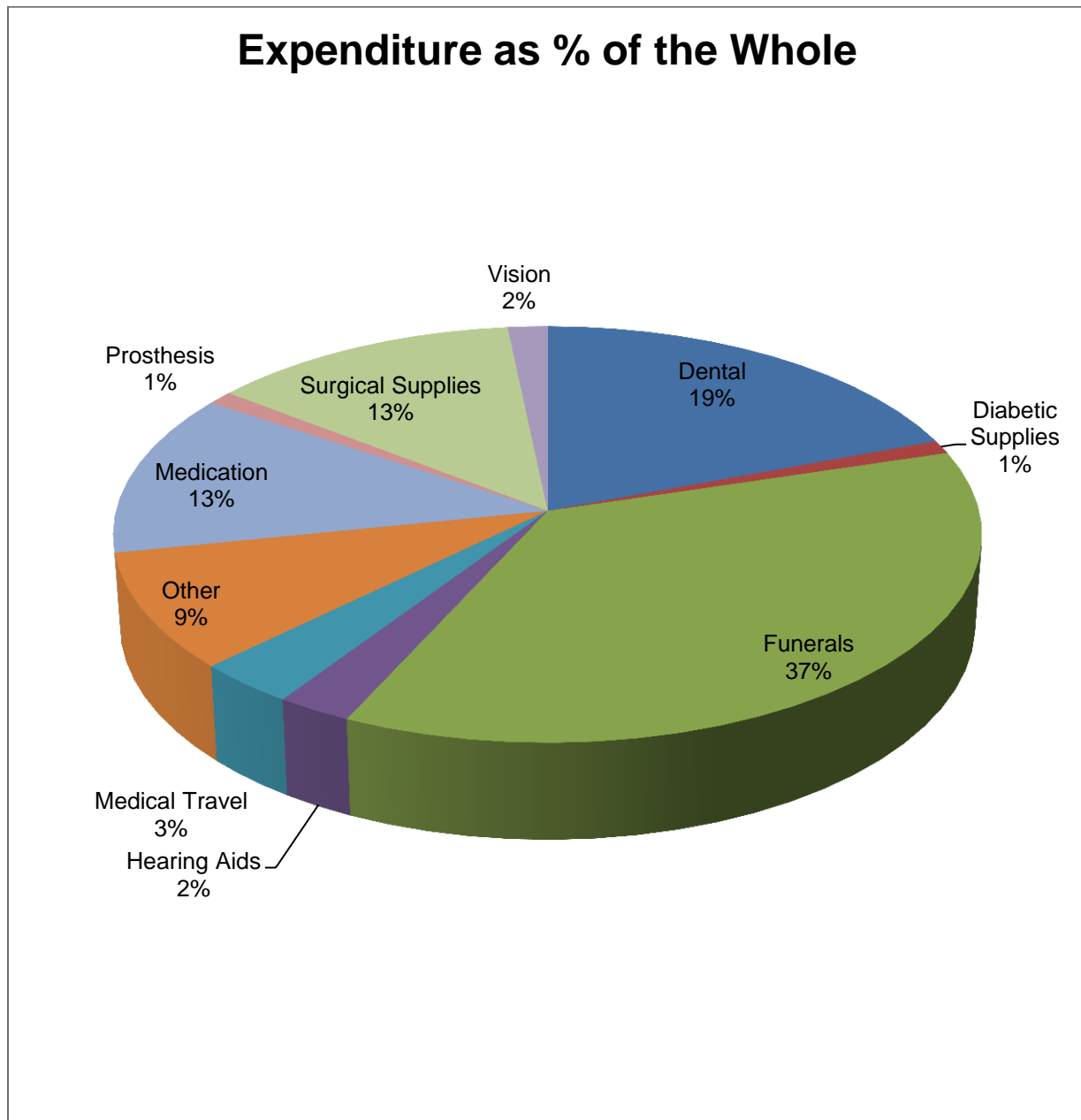
2.2 BENEFITS MOST ACCESSED BY CLIENTS

The Following graph does not include the Rural Transportation Programme which is only provided in the County area.



2.3 BENEFITS BY EXPENDITURE

The following graph does not include the Rural Transportation Programme which is only provided in the County area.



Appendix A.

3.1 BENEFIT CATEGORY SUMMARY CHART

Category	Description
Dental/Dentures	<p>Emergency dental care for adults and dental care that supports employability or quality of life.</p> <p>Services for cosmetic reasons are not provided.</p> <p>Ontario Works Dental Fee schedule is used to determine appropriate fees.</p>
Diabetic Supplies	Alcohol swabs, lancets, monitors, syringes test strips or other medically necessary items not covered by another source.
Funerals	Funerals and burials are approved at prescribed rates, see Appendix C. All possible reimbursements are pursued by the Special Services Unit. These include such sources as the estate, CPP Death Benefit, prepaid funeral plans ODSP, OW or sponsor.
Hearing Aids	Hearing Aids can be approved where medically necessary
Medical Travel and Transportation	Medical Travel and Transportation costs where not covered by another source can be approved using the most cost effective method of transportation appropriate.
Other	Other benefits consist of medical or other items deemed necessary that do not fall into any of the other categories. Most often in this category are payments for laboratory work, blood tests, occupational therapist recommended equipment like shower chairs and grab bars.

Rural Transportation Programme	Funding provided to the Community Resource Centre of North and Centre Wellington to provide the Rural Transportation Programme. Supports are provided to the residents of Wellington County enabling access to the services and programmes that they need.
Prescription Medication	Short term prescription medication may be covered while other funding sources such as Trillium are pursued.
Prosthesis	Any device that strengthens a bodily function is considered at prosthesis; e.g. orthotics, braces.
Surgical Supplies	Surgical supplies are items required by a person being treated at home for an injury, infection or other condition. Surgical supplies may include: catheters, colostomy supplies, diapers, surgical condoms etc.
Vision	Adult vision care includes eyeglasses, lenses and frames, repairs or replacement. These requests are approved based on a cost estimate.

Appendix B.

3.2 NEEDS TEST

Discretionary Benefit Calculation			
Name			
Address			
City/County			
Member ID			
Section 1 - Basic Allowance			
No. of Adults			
Children 13 +			
Children 0-12			
Basic Allowance Total			
Section 2 - Shelter Detail - Actual Cost			
	Without Co-Res	With Co-Res	
Mortgage			
Rent			
Taxes			
Fire Insurance			
Utilities			
Fuel			
Other			
Sub-Total			
Total Shelter			
Variable Shelter or Fuel if Greater			
Section 3 Special Diet			
Gastric Type			
Diabetic			
Other			
Total			
Section 5 - Income			
Gross Income			
Mandatory Deductions			
Total Income			
Child Care Expenses			
Other Income (specify)			
Total Monthly Income			
Section 6 - Net Assistance			
Total Need			
Total Monthly Income			
Net Assistance			
Section 7 - Budget Remarks			

Section 4 - Other Allowances

Contingency Amount		
Special Boarder Allowance		
Pregnancy Item		
Other		
Total		

Total of Sections	
Add 20% of Total	
Total Budget	
Base	

Total Need	
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Prepared By:**Approved By:****Date:**

Appendix C.

3.3 FUNERAL RATES

WELLINGTON COUNTY SOCIAL SERVICES DEPARTMENT

RATES EFFECTIVE JANUARY 01, 2014

AN EXPLANATION OF THE BASIC RATE FOR INDIGENT FUNERAL SERVICE FOR
COUNTY OF WELLINGTON AND A SUMMARY OF CASH ADVANCES WHERE
NECESSARY

Container

Casket – cloth covered, plywood construction	803.00
Direct Cremation - minimum available container	197.00

Professional and Staff Services

Arrangements and Required Services	674.00
Removal – 16km radius – over 16km x 0.52	100.00
Basic preparation and care of remains	110.00
Embalming	220.00
Visitation	231.00
Conducting of Services	492.00
Documentation – registering, record vital stats, secure legal docs, obtain certificates & permits, clerical & office staff	343.00

Facility Charges

Basic Required	320.00
Funeral Home Facilities for service(s) or from other place of worship	538.00

Visitation – two hour visitation	314.00
Register Book & Acknowledgement Cards	88.00

Vehicles

Funeral Coach – 16 km radius – over km x 0.52	306.00
Car for Clergy – 16 km radius – over km x 0.52	180.00
Service Vehicle (all transfers) – 16 km radius – over km x 0.52	142.00

Maximum: \$4861.00 (casket) plus HST

Cash Advances Over Which We Have No Control

Cremation Cost	Hermetically Sealed Liners
Lowering Device & Grass (if not supplied)	Sealed Pouches
Winter Storage – if burial to be in Spring	Coroner's Certificate – If cremation occurs
All Outer Containers – if required	Death registration
Oversize Casket	

Indigent Funeral Services for Children

Children's funeral services will be billed to the County at the same rate the Funeral Home charges to the public but should not exceed the maximum amounts outlined below:

Over 4 x 6" casket and Services (adult rate)	4861.00
2 x 6" to 4 x 6" casket and Services	3680.00
Newborn to one year of age	2886.00
Stillborn – funeral service at graveside or funeral home – no visitation or local newspaper notice	310.00

Cemetery Costs

Includes plot, opening/closing, all other fees	Maximum 1300.00 plus HST
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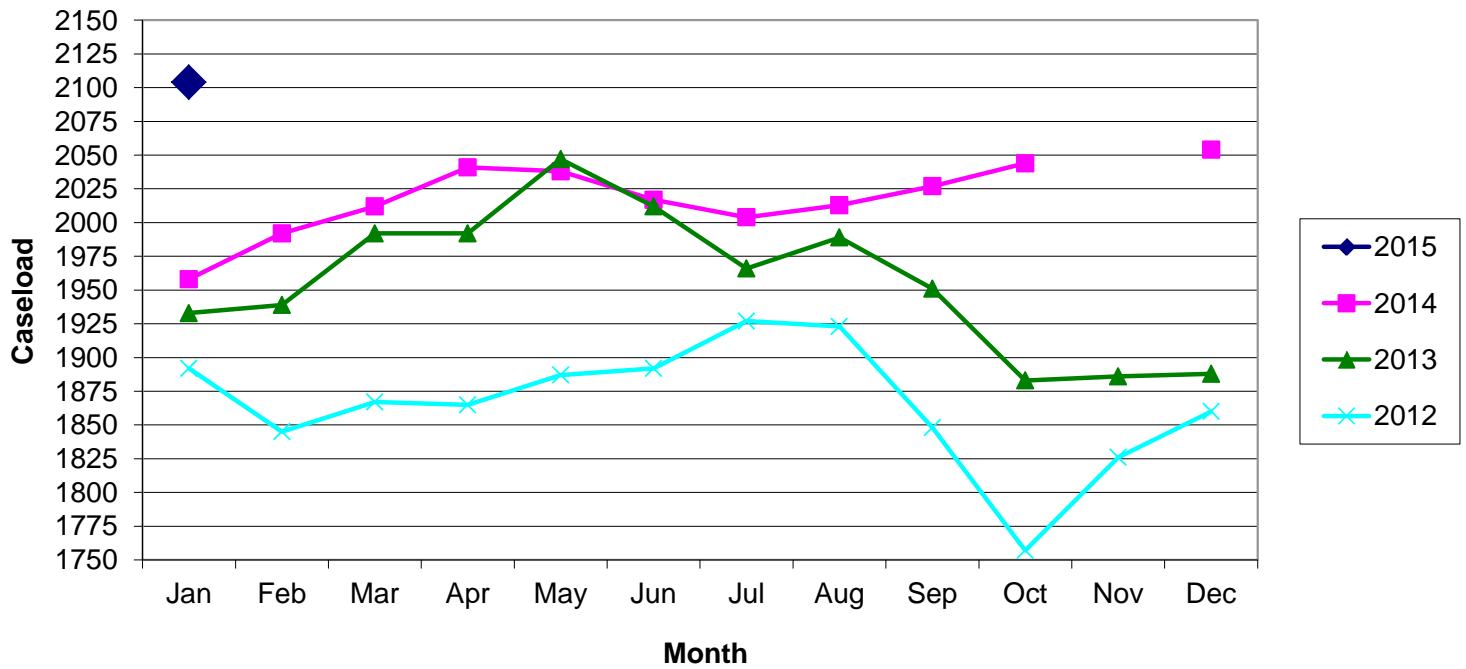
County of Wellington - Ontario Works



2012-15 County / City Caseload

Total caseload					Change From		Change From	
	2012	2013	2014	2015	Cases	%	Cases	%
January	1,892	1,933	1,958	2,104	50	2.4%	146	7.5%
February	1,884	1,997	1,992					
March	1,867	1,992	2,012					
April	1,865	1,992	2,041					
May	1,887	2,047	2,038					
June	1,892	2,012	2,017					
July	1,927	1,966	2,004					
August	1,923	1,989	2,013					
September	1,848	1,951	2,027					
October	1,757	1,883	2,044					
November	1,826	1,886	N/A					
December	1,860	1,888	2,054					
Total	22,428	23,536	22,200	2,104				
Average	1,869	1,961	2,018	2,104			86	4.3%

Total County and City Ontario Works Caseload - January 2012 to January 2015



Total County and City Ontario Works Caseload Budget/Actual Comparison

