

**MINUTES**  
**LAMBTON COUNTY COUNCIL**  
**(OPEN SESSION)**

**November 26, 2003**

Lambton County Council was in session at 12:40 p.m. on the above date. Deputy Warden in the Chair; Roll called; All members present except Warden T. Case and A. Khan.

Disclosures of Pecuniary Interest: None.

#1: Dedecker/Ivey: That the Deputy Warden declare that County Council go in-camera to discuss a matter concerning labour relations and employee negotiations and a matter concerning the pending acquisition or disposition of an interest in land. Carried.

Open Session

The Deputy Warden declared that County Council go back into open session.

Delegation

#2: Foubister/Dedecker: That we invite Ms. Carla Nell, Vice-President, Municipal Tax Equity (M.T.E.) Consultants Inc., within the Bar, to speak to County Council concerning the Overview of the Impacts of Reassessment (Market Change Profile Data: 2003 Actual and 2004 Preliminary). Carried.

Minutes

The Lambton County Council (OPEN SESSION) and (CLOSED SESSION) minutes dated November 5, 2003 were presented.

#3: Kirkland/Syer: That this day's minutes be adopted as presented. Carried.

Reports to Council

a) Human Resources Services Report – November 26, 2003

Part B, Item 6 – Corporate Manager's Report

(A) #4: Jamieson/Syer: That the Corporation Manager's Report as set out in Part A and Part B be  
(F) accepted as presented. Carried.

b) Finance Department Report – November 26, 2003

Part B, Item 3 – Corporate Manager's Report

(A) #5: Foubister/Hart: That the Corporate Manager's Report as set out in Part A and Part B be  
(F) accepted as presented. Carried.

Part C, Item 1 – Memorandum dated November 14, 2003 Regarding the 2003 Year End Reserves, Reserve Funds and Trust Funds

- (A) #6: Davidson/Kowalyshyn: That the memorandum dated November 14, 2003 regarding the  
(F) 2003 Year End Reserves, Reserve Funds and Trust Funds, be accepted as presented and that the Finance Department be authorized to make the necessary accounting entries, subject to the exact balances being determined at December 31, 2003. Carried.

Part A, Item 1 – Memorandum dated November 19, 2003 Regarding the 2002 Audit Management Letter from Kime, Mills, Dunlop – Establishing a Formal Audit Committee

- (T) #7: Ivey/Bradley: That the memorandum dated November 19, 2003 regarding the 2002 Audit Management Letter from Kime, Mills, Dunlop and establishing a formal Audit Committee, be tabled to the new Council for further consideration in the first quarter of 2004. Carried.

c) Provincial Offences Administration (P.O.A.) Department Report – November 26, 2003

Part B, Item 5 – Corporate Manager’s Report

- (A) #8: Ivey/Jamieson: That the Corporate Manager’s Report as set out in Part A and Part B be  
(F) accepted as presented. Carried.

Minutes

Mr. J. Foubister presented the Infrastructure and Development/Social and Health Services Committee minutes dated November 19, 2003.

Re: Tabled Motion #3 – Part C, Item 3 – 100% Smoke-Free Lambton – Public Consultation Report and Proposed By-Law

#9: Foubister/Jamieson: That we delete motion #3 of the Infrastructure and Development/Social and Health Services Committee minutes dated November 19, 2003.

A recorded vote, starting with Warden Todd Case, was requested by Councillor Cam Ivey on motion #9 of this day’s minutes.

B. Bilton	No	M. Bradley	Yes (3)
R. Brown	Yes (3)	T. Case	Absent
P. Davidson	No (3)	J. Dedecker	No (3)
J. Foubister	Yes (3)	K. Hart	No
C. Ivey	No (3)	C. Jamieson	Yes (2)
A. Khan	Absent	D. Kirkland	No
J. Kowalyshyn	No (3)	D. McGugan	No
R. O’Hara	No (2)	A. Pole	Yes (2)
A. Syer	Yes		

Yeas - 14; Nays - 18.

Motion defeated.

Re: Motion #8 – Central Emergency Reporting Bureau (CERB) – Requests for Proposals

- (A) #10: Ivey/Jamieson: That motion #8 of the Infrastructure and Development/Social and Health Services Committee minutes dated November 19, 2003 be amended to remove the reference to meeting with City Council. Carried.

Re: Motion #14 – Social Assistance Rates 2003

- (A) #11: Ivey/O’Hara: That we support motion #14 of the Infrastructure and Development/Social and Health Services Committee minutes dated November 19, 2003 concerning the Social Assistance Rates 2003, and further,

That the Province be petitioned to be responsible for all such additional costs. Carried.

- (A) #12: Foubister/Hart: That this day’s minutes be adopted as amended (motions #1 to #18). Carried.

Mr. D. McGugan presented the Community Services/Information Technology Committee minutes dated November 19, 2003.

#13: McGugan/Pole: That this day’s minutes be adopted as presented (motions #1 to #17). Carried.

**OTHER BUSINESS**

Mr. Don McGugan, Mayor of the Township of Brooke-Alvinston, spoke to County Council regarding the Emerald Ash Borer and asked what measures were in place to protect the County.

Mr. Ron Van Horne, C.A.O., spoke on behalf of Warden Todd Case who could not be present. He offered the Warden’s deepest apologies for not being present. He also thanked County Councillors for their team effort this year. Finally he wished the departing Councillors well with their future endeavours.

Ms. Carolyn Jamieson, Deputy Mayor of the Municipality of Lambton Shores, presented a handout regarding the A.M.O. Board Meeting of November 21<sup>st</sup>, 2003 and asked County Councillors to provide any feedback they might have.

Mr. William Bilton, Mayor of the Township of Dawn-Euphemia, spoke regarding extra rooms available at the O.G.R.A. Conference.

County Councillors expressed their thanks to Warden Case for his support and direction in 2003.

Report of the Closed Session Meeting of County Council dated November 26, 2003

#14: Jamieson/Dedecker: That Council rise and report. Carried.

The Clerk noted that the following resolution was passed during the Closed Session meeting of November 26<sup>th</sup>, 2003:

- (A) **#2: Foubister/Kirkland: That the Warden and Clerk be authorized to**  
(F) **execute the sale of the former Courtright Depot to Ontario Power**  
**Generation (O.P.G.) at a sum of \$450,000.00. Carried.**

#15: Jamieson/Dedecker: That Council adopt the report from the Closed Session meeting of Council. Carried.

By-Laws

#16: Kirkland/Kowalyshyn: That By-Laws #47 to #49 of 2003, as circulated, be taken as read a first and second time. Carried.

#17: Dedecker/Davidson: That By-Laws #47 to #49 of 2003, as circulated, be taken as read a third time and finally passed. Carried.

Adjournment

The Deputy Warden declared the meeting adjourned sine die.

Time: 2:35 p.m.

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Rod Brown  
Deputy Warden

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Linda Ross  
Solicitor/Clerk, General Manager,  
Corporate Services

**HUMAN RESOURCES SERVICES**  
**CORPORATE MANAGER, HUMAN RESOURCES**  
**SERVICES REPORT**

**November 26, 2003**

**PART A**      **Follow-up from Previous Month(s)**

1. Councillor remuneration (see September 30 2003 memo). Deferred to the first meeting of new Council in 2004.

**PART B**      **Monthly Activities**

1. Accounts

Nothing to report.

2. Labour Relations

The past month has been a very busy one. We have met with the following groups and have been served notice by five (5) other unions to commence bargaining in the New Year.

SEIU 220 – Paramedics

See: In-camera report.

ONA – North Lambton and Lambton Meadowview Villa

Negotiations for the renewal of the Registered Nurses' contract were held on November 20<sup>th</sup> and 21<sup>st</sup>.

Lambton County Employees' Association

We met with this group on November 12<sup>th</sup> and 13<sup>th</sup> to negotiate the agreement which expires on December 31 2003. We have agreed in principle to monetary and non-monetary items with further discussion on remaining items to be concluded on our next day of bargaining.

3. Legislative Updates

Nothing to report.

**PART B**      **Monthly Activities (continued)**

4.      Training and Development

Attached to this report is the first full quarter statistics for training and development. In conjunction with the General Managers we are developing the County's winter and spring sessions. Sessions will be opened to lower tier municipalities and evening sessions in some instances will be offered as well.

5.      Health and Safety

Nothing to report.

6.      Corporate Manager's Report

Recommendation

That the Corporate Manager, Human Resources Report for November 26 2003 as set out in Part A and Part B be accepted as presented.

**PART C**      **Other Matters Requiring a Motion**

Nothing to report.

cc:      R. Van Horne  
         Linda Ross  
         H.R.Team

**FINANCE DEPARTMENT**  
**CORPORATE MANAGER, FINANCIAL SERVICES/**  
**TREASURER'S REPORT**

**November 26, 2003**

**PART A**      **Follow-up from Previous Month(s)**

1. Attached is a report including recommendations regarding the Corporation's external auditor's management letter as received by Council at its October 3, 2003 meeting.
2. An invitation has been made to area municipal treasurers to meet and discuss issues and concerns regarding the operation of MPAC and the quality of the most recent assessment notices. It is anticipated that this meeting will occur in early December 2003.
3. Carla Nell, Vice-President of Municipal Tax Equity (MTE) will be present to address Council and provide an "Overview of the impacts of Reassessment". Ms. Nell will be available to answer questions and will also speak to the subject of "proactive management" of municipal property assessment. Attached is a report from MTE regarding 2003 ARB Appeal Statistics.

**PART B**      **Monthly Activities**

1.      **Monthly Accounts**

Monthly Accounts for Corporate Services are presented in the amount of \$1,291,064.49 (see attached). With regards to their content, please be advised that:

- |   |      |
|---|------|
| a) Are there any items significantly over Budget              | No.  |
| b) Are there any items that were not in the Budget?           | No.  |
| c) Were all items purchased in accordance with County Policy? | Yes. |
| d) Are there any items significantly under Budget?            | No.  |

2. Attached is the Budget Variance Report as at September 30, 2003.

3.      **Corporate Manager's Report**

**Recommendation**

That the Corporate Manager, Financial Services/Treasurer's Report as set out in Part A and Part B be accepted as presented.

**PART C**      **Other Matters Requiring a Motion**

1. Trust Funds – 2003 Year-end.

Recommendation

That the Committee accept the Report as presented and the Finance Department to make the necessary accounting entries, subject to the exact balances being determined at December 31, 2003

**PROVINCIAL OFFENCES ADMINISTRATION (P.O.A.) DEPARTMENT**  
**CORPORATE MANAGER, FINANCIAL SERVICES/**  
**TREASURER'S REPORT**

**November 26, 2003**

**PART A**      **Follow-up from Previous Month(s)**

1. Mr. Innes and Ms. Blum attended a scheduled West Region "CQC" meeting in London on October 31<sup>st</sup>. His Worship Ponton agreed to open the first two months of 2004 for the scheduling of trials. It is our expectation that all available time will be filled very soon. In addition, the additional court date lost last year will be reinstated come January. The Master Court Plan for 2004 has been completed and approved for release to the enforcement agencies.

Other directions received were:

- Municipalities are to supply a "standard" printer in the judicial chambers.
- Are requested to order and supply a copy of Regulatory Offences in Canada for January 2004.
- That POA search warrants are to be kept separate and in a secure cabinet.
- To begin using a "standardized" Trial Diary Page.

His Worship Hurst, who is assuming responsibility of reporting statistics for POA courts in the West Region was also introduced. This led to discussions on how best to track statistical information and how much manual counting this would require.

**PART B**      **Monthly Activities**

1. **Monthly Accounts**

Monthly Accounts are presented in the amount of \$11,871.58 (see attached). With regards to their content, please be advised that:

- |    |  |      |
|----|--|------|
| a) | Are there any items significantly over Budget?             | No.  |
| b) | Are there any items that were not in the Budget?           | No.  |
| c) | Were all items purchased in accordance with County Policy? | Yes. |
| d) | Are there any items significantly under Budget?            | No.  |

2. Attached is the Statistical Report to the end of October 2003. The annual autumn seat-belt campaign was held during the first two weeks of October. The number of charges laid were significantly lower than the previous year, suggesting that seat-belt awareness in the area has increased.

**PART B**      **Monthly Activities (continued)**

3. A bilingual court day was scheduled for October 22<sup>nd</sup>. Although only three French trial requests were requested, the list was filed with other matters. A court monitor was hired from Brantford to call the French portion of the list and she asked to observe POA staff during the English portion. Staff also showed this person how to update the docket on Icon, as she has never updated on her own before. This exchange worked out very well and the young lady will definitely be hired again if the need arises again in the future.
4. In-house Collection Clerk, Cindy Vermeiren attended a one day information session for Small Claims Court/Collection training on November 05<sup>th</sup>. Ms. Vermeiren found the session very educational and the agenda full of very useful information which she will need when more claims are filed.
5. November 13<sup>th</sup> was the Municipal Prosecutor, Jodi Burness last working day as she is beginning maternity leave. Her replacement during her leave of absence, Jagger Benham has been training over the past few weeks and will be filling her position until Ms. Burness' expected return in May, 2004.
6. Corporate Manager's Report

Recommendation

That the Corporate Manager, Financial Services/Treasurer's Report as set out in Part A and Part B be accepted as presented.

**PART C**      **Other Matters Requiring a Motion**

Nothing to report.