

MINUTES
INFRASTRUCTURE AND DEVELOPMENT/
SOCIAL AND HEALTH SERVICES COMMITTEE

August 13, 2003

A meeting was held at the County Building at 9:00 a.m. on the above date.

Present: Chair J. Foubister, Warden Todd Case. Members: Wm. Bilton, P. Davidson, K. Hart, J. Kowalyshyn, D. Kirkland and J. Dedecker. Also Mr. J. Kutyla, General Manager, Infrastructure and Development Services; Mr. K. Dick, General Manager, Social and Health Services and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: C. Jamieson.

In-Camera

#1: Davidson/Kirkland: That the Chair declare the Committee go in-camera to discuss a matter subject to solicitor-client privilege. Carried.

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated September 3, 2003.)

Open Meeting

The Chair declared that the Committee go back into open meeting.

PUBLIC WORKS

Part A, Item 1 – Motion #16 of the Infrastructure and Development/Social and Health Services Committee Minutes dated June 18, 2003 Regarding the Disposal of Real Property – Former Canadian National Railway Lands Along Lakeshore Road (County Road #7) east of Mandaumin Road (County Road #26)

- (A) #2: Davidson/Kowalyshyn: That motion #16 of the June 18, 2003 Infrastructure and
(F) Development/Social and Health Services Committee minutes be lifted from the table;

That the County retain a 7' widening and appropriate daylighting from Part of Lots 1 through 9, Front Concession, in the former Township of Plympton for road widening purposes;

That the remainder of the former CNR lands be deemed surplus to the County's needs and made available to public bodies as per County policy;

That County staff prepare the necessary reference plan and legal documents; and further,

That the appropriate By-Law be presented to County Council for its consideration. Carried.

Part B, Item 4 – General Manager’s Report

- (A) #3: Dedecker/Kirkland: That the General Manager’s Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 1 a) – Correspondence 9-4-03

- (A) #4: Kowalyszyn/Case: That the County support the efforts of the Town of Richmond Hill to
have the *Highway Traffic Act* amended to recognize fluorescent yellow/green School Zone Signs
as well as doubling traffic violation fines within School Zones. Carried.

Part C, Item 1 b) – Correspondence 9-15-03

- #5: Davidson/Hart: That correspondence item 9-15-03 be received and filed. Carried.

Part C, Item 2 – Signing Authorization Listing – Public Works Department

- (P) #6: Dedecker/Bilton: That the Department Signature Listing and Signing Authorization Listing
be accepted as per County policy, and that these positions and signatures supercede all previous
signing authorities. Carried.

Part C, Item 3 – Warwick Landfill – Environmental Assessment Process

- (A) * #7: Dedecker/Kirkland: That staff move forward with the development of a position to be
(F) submitted to Canadian Waste Services as the compensation for County Council’s consent for the
proposed expansion of the Warwick Landfill Site;

That the resources of the County’s outside legal consultant be utilized in the preparation of the
County’s position; and further,

That the cost of negotiations be funded from the Waste Management Reserve Fund. Carried.

* Amend motion #7 of the Infrastructure and Development/Social and Health Services Committee
minutes dated August 13, 2003, so that any position adopted by the County be brought back to
County Council for its consideration – see Council September 3, 2003, mot. #7.

Part C, Item 4 – Department Report dated July 31, 2003 Regarding the Request for Information on Lakeshore Road (County Road #7) – Response to the Town of Plympton-Wyoming

- (A) #8: Dedecker/Kirkland: That the Department Report, dated July 31, 2003, with respect to Lakeshore Road (County Road #7) and the County Road System as requested by the Town of Plympton-Wyoming, be forwarded to them. Carried.

Part C, Item 5 – Department Report dated August 1, 2003, Regarding Mandaumin Road (County Road #26) – Highway #402 to Lakeshore Road (County Road #7) – Response to the Local Residents’ Concerns

- (A) #9: Bilton/Davidson: That the report addressing the residents’ concerns along Mandaumin Road (County Road #26), be forwarded to the sender; and,

That no further action be taken until the results of the traffic signal warrant study for the intersection of Lakeshore Road (County Road #7) and County Road #26 are known. Carried.

PLANNING AND DEVELOPMENT AND BUILDING SERVICES

Part A, Item 1 – Proposed Woodlands Conservation By-Law – Tabled Motion #12 of the Infrastructure and Development/Social and Health Services Committee Minutes dated June 18, 2003

- (A) #10: Davidson/Bilton: That motion #12 of the Infrastructure and Development/Social and Health Services Committee minutes dated June 18, 2003 addressing the Woodlands Conservation By-Law be lifted from the table, and further, that it be deferred until the September meeting so that all changes/refinements are presented to the Committee in a final draft. Carried.

Part B, Item 4 – General Manager’s Report

- (A) #11: Dedecker/Case: That the General Manager’s Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 2 – CERB (Central Emergency Reporting Bureau) Agreement

- (A) #12: Davidson/Case: That the County reiterate its position that it opposes the transfer of the management of the Wallaceburg CACC to Chatham-Kent without the consent and agreement of Lambton County. Carried.

- (A) #13: Dedecker/Kowalshyn: That staff prepare and issue a Request for Proposal for call
(F) answering for the County of Lambton 9-1-1 system (CERB – Central Emergency Reporting
Bureau) with a view to having the contracted service in place beginning January 1, 2004; and
further,

That staff proceed with the preparation of a new agreement for 9-1-1 services with the
Aamjiwnaang First Nations and Kettle and Stony Point First Nations. Carried.

Part C, Item 3 – Signing Authorization Listing – Building Services, Planning and Development,
Facilities Services

- (P) #14: Davidson/Bilton: That the Department Signature Listing and Signing Authorization
Listing be accepted as per County policy, and that these positions and signatures supercede all
previous signing authorities. Carried.

OTHER BUSINESS

Correspondence

9-21-03 A copy of a letter from the Town of Plympton-Wyoming to Canadian National, dated
August 1, 2003, expressing its concern regarding the deteriorating condition of the C.N. crossing
(County Road #21) in Wyoming and the escalating concerns of Council and the local public
regarding the overall safety of the community and of rail traffic on the said tracks.

- (A) #15: Hart/Case: That the County support the position of the Town of Plympton-Wyoming as
presented. Carried.

This portion of the meeting adjourned.

Time: 10:00 a.m.

SOCIAL SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #16: Dedecker/Hart: That the General Manager’s Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 2 – Children’s Services Department – Special Needs Fee Subsidy Approval

- (A) **#17:** Bilton/Kirkland: That the Children’s Services Department implement a business practice that deems parents of children with special needs who have the ability to pay their child care costs no longer qualify for childcare fee subsidies. Carried.

COMMUNITY HEALTH SERVICES DEPARTMENT

Part B, Item 4 – General Manager’s Report

- (A) **#18:** Dedecker/Kowalyshyn: That the General Manager’s Report as set out in Part A and Part B be accepted as presented. Carried.

Part C, Item 1 a) to d) – Correspondence 9-5-03, 9-8-03, 9-9-03, 9-19-03, 9-20-03 and 9-2-03

- (A) **#19:** Bilton/Hart: That correspondence 9-5-03 and 9-8-03 be referred to the public consultation process regarding the 100% smoke-free County of Lambton By-Law;

That correspondence 9-9-03 be noted and filed; and further,

That correspondence 9-19-03, 9-20-03 and 9-2-03 be endorsed. Carried.

Adjournment

The Chair declared the meeting adjourned.

Time: 10:30 a.m.

Jim Foubister
Chair

Ronald G. Van Horne
Secretary

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

August 13, 2003

PUBLIC WORKS

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

1. Motion #16 – Disposal of Real Property – Former Canadian National Railway Lands Along Lakeshore Road (County Road #7) east of Mandaumin Road (County Road #26)

Davidson/Jamieson: “That we table this matter so that it can be considered by the Town of Plympton-Wyoming.”

A letter was sent on June 24, 2003 to the Township of Plympton-Wyoming canvassing their interest in obtaining the above lands to be incorporated as part of their growing trail network should the property be deemed surplus to the County's needs. We have received a positive response from the Township (see attached – page 6) and would propose moving forward with the original recommendation.

Recommendation

That Motion #16 of the June 18, 2003 Infrastructure & Development/Social and Health Services Committee be lifted from the table; and further,

That the County retain a 7' widening and appropriate daylighting from Part of Lots 1 through 9, Front Concession, in the former Township of Plympton for road widening purposes; and further,

That the remainder of the former CNR lands be deemed surplus to the County's needs and made available to public bodies as per County policy; and further,

That County staff prepare the necessary reference plan and legal documents; and further,

That the appropriate By-Law be presented to County Council for its consideration.

PART B **Monthly Activities (continued)**

The area of land to be excavated is currently the site of their temporary offloading receiving cell, container storage area and an internal access road, all of which will be relocated. Part of the plan also includes placement of wastes, approximately four meters across the top of Cell-18 from sub-cell 4 to sub-cell 12. Once full, a minimum of five meters of compacted clay will be placed over the waste, providing secure protection.

The site will continue to be comprehensively monitored in accordance with the approved monitoring systems (groundwater, surface water, bio-monitoring and air).

Ottawa Citizen Article re: Toronto's Garbage

An article dated May 30, 2003, referred to the Ministry of the Environment issuing a three-day permit that would allow Toronto to send trash to the "Warwick landfill southeast of Sarnia" (one of three landfill sites named) to prevent waste from stockpiling in Toronto in the event of a prolonged border closure. Toronto has no back up plan, so a border closing (longer than the one on May 21) would create a potential health threat. Other sites named were West Carleton (Ottawa) landfill and the Blenheim landfill south of Chatham. Although the three-day permit addressed an emergency situation it could be the bellwether for the future should the Canada-U.S. border be closed or impeded in the longer term as Michigan legislators are trying to achieve.

4. General Manager's Report

Recommendation

That the General Manager's Report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Correspondence

- a) Item #9-4-03 dated June 19, 2003 from the Town of Richmond Hill in regards to yellow/green fluorescent School Zone signs. Town Council passed a resolution requesting that the Ministry of Transportation amend the Highway Traffic Act to replace the traditional blue and white school zone signs with the yellow/green fluorescent signs and to provide for the doubling of traffic violation fines within all posted school zones in Ontario.

PART C **Other Matters Requiring a Motion (continued)**

They would also like the criteria for Community Safety Zones amended to exclude school zones as a means of reducing 'sign pollution' and thereby increasing the effectiveness of the Community Safety Zones.

Recommendation

That the County support the efforts of the Town of Richmond Hill to have the *Highway Traffic Act* amended to recognize fluorescent yellow/green School Zone Signs as well as doubling traffic violation fines within School Zones.

- b) Item 9-15-03 dated July 8, 2003 from the Chairman of the Liquor Control Board of Ontario responding to Motion #3 of the April 16, 2003 Committee:

Dedecker/Hart: That the L.C.B.O. provide funding to the Waste Diversion Organization that reflects the true cost to Municipalities of collecting used L.C.B.O. bottles through the Blue Box program in lieu of a bottle return system.

Recommendation

That correspondence item 9-15-03 be received and filed.

2. Signing Authorization Listings

A Department Signature Listing and Signing Authorization Listing is attached. These have been reviewed by the General Manager and are in accordance with County Policy.

Recommendation

That the Department Signature Listing and Signing Authorization Listing be accepted, as per County Policy, and that these positions and signatures supercede all previous signing authorities.

3. Warwick Landfill - Environmental Assessment Process

Department Report dated July 28, 2003 on the progress of the Canadian Waste Services Warwick Landfill expansion plans. Also included is a discussion on the County's authority to ask for compensation as a condition of consent.

PART C **Other Matters Requiring a Motion (continued)**

Recommendation

That staff move forward with the development of a position to be submitted to Canadian Waste Services as the compensation for County Council's consent for the proposed expansion of the Warwick Landfill Site; and further,

That the resources of the County's outside legal consultant be utilized in the preparation of the County's position; and further,

That the cost of negotiations be funded from the Waste Management Reserve Fund.

4. C.R. #7 (Lakeshore Road) – Response to Town of Plympton-Wyoming

Department Report dated July 31, 2003 to a letter sent by the Town requesting additional information on County Road #7.

Recommendation

That the department report with respect to C.R. #7 (Lakeshore Road) and the County Road System as requested by the Town of Plympton-Wyoming be forwarded to them.

5. C.R. #26 (Mandaumin Road) – Response to Local Residents' Concerns

Department Report dated August 1, 2003 with respect to concerns raised by local residents on C.R. #26 and recommending a revised speed limit (80 km/h); installation of a traffic signal at C.R. #7 (Lakeshore Road) and C.R. #26 and removal of singing strips on C.R. #26.

Recommendation

That the report addressing the resident's concerns along County Road #26 (Mandaumin Road) be forwarded to the sender; and,

That no further action be taken until the results of the traffic signal warrant study for the intersection of C.R. #7(Lakeshore Road) and C.R #26 are known.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

August 13, 2003

PLANNING & DEVELOPMENT and BUILDING SERVICES

PART A **Follow-up from Previous Month**

1. **Proposed Woodlands Conservation By-Law**

Motion #12 of the Infrastructure & Development/Social and Health Services Committee was tabled at the July 2, 2003 meeting of County Council to the next regular meeting of County Council (September 3, 2003). The proposed By-Law was not included in the July 2, 2003 County Council package and there were concerns raised on that point. The By-Law continues to have minor refinements by the working group consisting of southern Ontario Counties/regions. I would propose that the By-Law be deferred until the September meeting so that all changes are presented to committee. It appears that there is not a requirement for a public meeting prior to County Council passing the By-law.

Recommendation

That Motion #12 of the June 18, 2003 Infrastructure & Development/Social and Health Services Committee addressing the Woodlands Conservation By-Law be deferred until the September meeting so that all changes/refinements are presented to committee in a final draft.

PART B **Monthly Activities**

1. **Accounts**

Totals for the month of June & July:

Planning & Development	\$5,206.93
Emergency Services	\$2,500.00
Building Services	\$15,243.84

A listing of the accounts will be available at the meeting.

PART B **Monthly Activities (continued)**

2. Accounts Verification

- | | | |
|------|--|-----|
| i) | Are there any items significantly over Budget? | No |
| ii) | Are there any items significantly under Budget? | No |
| iii) | Are there any items that were not in the Budget? | No |
| iv) | Were all items purchased in accordance with County Policy? | Yes |

3. Items of Committee Interest:

a) Work in Progress

Township of Enniskillen Official Plan

At a recent meeting it was decided that an Open House will be held sometime in September. Until that time some minor details will be worked out.

Village of Point Edward Official Plan and Zoning By-law

Monthly planning meetings are continuing with Point Edward Council to work on a new official plan and zoning by-law.

Town of Plympton-Wyoming Comprehensive Zoning By-law

An Open House for the new comprehensive zoning by-law was held on July 22nd with the required public meeting being on July 29th. A public meeting was held on July 30th to review an Official Plan Amendment strengthening the Lakeshore provisions and to address housekeeping problems with the new Official Plan.

Village of Oil Springs

Work on the text of a draft official plan continues.

b) Official Plan Amendment #8 to the City of Sarnia Official Plan

The purpose of this amendment is to amend Section 2.2 (Rural Area) of the Official Plan by adding a new area and site specific policy to permit a church and accessory uses on the property municipally known as 2053 London Line.

PART B **Monthly Activities (continued)**

This amendment applies to those lands located on the south side of London Line, described as Lot 29, Registrar's Compiled Plan 647. The purchaser is seeking permission to develop a church and accessory uses on the property.

A concurrent amendment to By-law 50 of 2003 as it affects lands municipally known as 2053 London Line to change the lands from "Rural 1 Zone (RU1)" to "Rural 1 – 12 Zone (RU1 – 12)" was also passed by council.

c) Official Plan Amendment #9 to the City of Sarnia Official Plan

The purpose of this amendment is to amend Section 2.4.5 (General Commercial Area) of the Official Plan by adding a new area and site specific policy to permit an apparel design and production centre. The amendment applies to those lands located on the east side of Christina Street described as Part Lots 1, 2, and 20, Lots 3, 4, 5 and 6, Block C, Plan 3 and are municipally known as 460-464 Christina Street.

A concurrent amendment to By-law 50 of 2003 has also been approved by City Council to add a new site zone General Commercial 2 – 30 which include as a permitted use "A design and production centre comprised of an office, a product design studio, a retail establishment, a production facility, a warehouse and a shipping facility which has as its principal purpose the design, production and sale of clothing, costumes and accessories as toys and educational resources."

d) Official Plan Amendments #5 & #6 to the Town of Plympton-Wyoming Official Plan

OPA #5 changes the Official Plan designation on portions of two properties described as: (1) Concession 9, Part Lot 9; and (2) Concession 9, Part Lot 8 and Front Concession, Part Lot 19 25R 3867 Part 5 from "Major Open Space" to "Lakeshore Residential". Secondly, the amendment adds provisions to the "Lakeshore Residential Area" provisions of the Official Plan to permit medium density development on the latter two areas in conjunction with the existing golf course. Finally, the amendment rescinds and amends Official Plan Amendment #2 for the purpose of accommodating the other changes proposed under Amendment #5.

PART B **Monthly Activities (continued)**

This amendment is proceeding in conjunction with a Zoning By-law amendment and severance applications to sever the latter two mentioned areas from the remainder of the lots.

OPA #6 changes the Official Plan designation applying to lands described as Concession 9, Part Lot 8 and Part Lot 9 from “Restricted Agriculture” to “Lakeshore Residential Area”. The basis of the application is to permit the creation of a subdivision for single detached dwellings on the lands formerly designated “Restricted Agriculture”. This amendment is proceeding in conjunction with a Zoning By-law amendment.

e) Township of St. Clair – Official Plan Amendment #3

OPA #3 was passed (By-law 6038 of 2002) by The Township of St. Clair on October 7, 2002 and was received by the County of Lambton on October 28, 2002.

The purpose of the proposed Official Plan Amendment #3 to the Township of St. Clair Official Plan is to change the policy concerning the minimum road width allowance from 30 metres to 20 metres along the St. Clair Parkway. This amendment is not site-specific, but Township-wide. The amendment will impact all lots along the St. Clair Parkway in the Township of St. Clair.

f) Village of Point Edward Official Plan Amendment #12

OPA #12 submitted by 1342819 Ontario Limited (Alex Jongsma, President) was passed (By-law 11 of 2003) by the Village of Point Edward Council on the 24th day of June 2003 by and was received by the County of Lambton on July 8th, 2003.

The purpose of the Amendment is to redesignate 2.2 acres of property located along the east side of Front Street, between Exmouth Street and Highway 402 from “Industrial” to the “Special Tourist Commercial”. The amendment will accommodate proposed changes to the Highway #402 access ramps and facilitate the use of the remaining lands, in a manner compatible with existing planning policies in the area. The Village also passed a zoning by-law amendment to rezone these lands from “Industrial 1.2 (M1.2) Zone” to “Commercial 2.5 (C2.5) (H-2) Zone”.

PART B **Monthly Activities (continued)**

g) Kongas Subdivision – Town of Plympton-Wyoming

Final approval has been given to Phase 3 of Plan of Subdivision File No. 38T-98002. Phase 3 consisting of 18 single-family residential lots and three blocks (30 cm. reserves) received final approval on the 4th day of July, 2003 under subsection 51(58) of the Planning Act, R.S.O. 1990, as amended.

h) Statistics – Building Services Report, April – June 2003 - see attached.

i) For Committee Information:

- An excerpt from the Ontario Building Officials Association newsletter speaking to some of the impacts of the Bill 124 (Building Code Statute Amendment Act, 2002) from a municipal perspective;
- MMAH Fact Sheet re: Bill 124 (Building Code Statute Amendment Act, 2002) and Ontario Regulation 305/03.

4. General Manager's Report

Recommendation

That the General Manager's Report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Correspondence

None at this time.

2. CERB (Central Emergency Reporting Bureau) Agreement

The current contract between the County of Lambton and the Sarnia Police Services Board for the provision of call taking services expires on December 31, 2003. The original agreement was signed in 1994 and was amended in 1999. The agreements between the County and Aamjiwnaang First Nations and Kettle and Stony Point are also set to expire at that time.

PART C **Other Matters Requiring a Motion (continued)**

The object of the agreement is to provide central emergency reporting for the 9-1-1 service area (Lambton County) in order to meet the County's obligation under the 9-1-1 Agreement with Bell Canada. As a result, the services provided by the agency contracted to provide the CERB (currently Sarnia Police Services Board) must do so in accordance with the terms and conditions in the County-Bell Canada 9-1-1 master agreement. We are working with Bell Canada to receive an updated 9-1-1 specification for the CERB function to be utilized in the new agreement. Apparently, prior to the current contract being executed with the Sarnia Police there was quite a bit of controversy with Sarnia threatening to pull out of 9-1-1 if they did not receive the contract. There are others that may be able to provide the service (OPP; CACC) and from a cost perspective it would be preferable to prepare a Request for Proposals (RFP) or a Tender to canvass the market. I would propose that staff move forward with an RFP rather than a Tender for the CERB services to provide the greatest flexibility in the review of services offered.

Recommendation

That staff prepare and issue a Request For Proposal for call answering for the County of Lambton 9-1-1 system (CERB – Central Emergency Reporting Bureau) with a view to having the contracted service in place beginning January 1, 2004; and further,

That staff proceed with the preparation of a new agreement for 9-1-1 services with the Aamjiwnaang First Nations and Kettle and Stony Point First Nations.

3. **Signing Authorization Listings**

A Department Signature Listing and Signing Authorization Listing is attached. These have been reviewed by the General Manager and are in accordance with County Policy.

Recommendation

That the Department Signature Listing and Signing Authorization Listing be accepted, as per County Policy, and that these positions and signatures supercede all previous signing authorities.

SOCIAL & HEALTH SERVICES DIVISION
GENERAL MANAGER'S REPORT

August 13, 2003

SOCIAL SERVICES DEPARTMENT

PART A **Follow-up from Previous Month**

1. **Social Services Department – Ontario Works Caseload Increase**

Committee requested additional information regarding the May 2003 caseload increase of 6.26% over April 2003. The most recent statistics available for June 2003 indicate the year to date increase is 3.65%. Additionally, information was sought on the caseload composition as it was noted that the unemployable caseload was increasing.

Increases occurred in January/February 2003 and again in May 2003. These increases may be attributed to the post holiday reduction in hours, services and production as well as the conclusion of the post secondary school term in April. Similar patterns have occurred in previous years. The seasonal increases however were not sustained in 2000, 2001 and 2002 as the caseload declined. By June of each of these three years the caseload had declined to a level that was lower than the previous December.

The total caseload declined from 1630 in May to 1590 in June 2003. Unlike past historical trends, the June 2003 caseload of 1590 remains higher than the December 2002 caseload of 1534.

It is difficult to speculate on the reasons for the caseload increase with any certainty as Service Delivery Model (SDMT) reports do not provide information on the reason for assistance. However, a review of employment assistance deferrals demonstrates an increase in deferred cases which are reflected in the unemployable caseload numbers. The number of deferrals for sole support parents with preschool aged children increased from 207 in December 2002 to 291 in June 2003. Additionally, the number of participants deferred due to Provincial Director approved exceptions increased from 359 in December 2002 to 448 in June 2003. These director approved exceptions include consideration for individual circumstances, and include such reasons as family violence, mental health issues, and pending medical documentation to support restrictions to participation.

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

Employable cases have decreased in the same time period, from a total of 1044 in December 2002 to 935 in June 2003. Speculation for the decrease would include adjustments to case data as a participant is moved from the requirement to actively participate (employable) to a deferred status (unemployable).

Individuals continue to exit social assistance, as monthly case terminations in January – June 2003 have remained consistently higher than in December 2002. Two reasons, coded in the technology for case terminations are terminated for financial reasons (employment, or other sources of income) and terminated – other.

Locally, information received from Human Resources Development Canada indicates that during the second quarter of 2003, regular Employment Insurance (EI) claims were trending upward on a year over year basis. The report indicated that factors that may be attributed to the increase include the lower level of commercial investment in new construction compared with the previous two years; a variety of shutdowns; workers commuting to Wallaceburg experiencing layoffs related to production declines in auto parts; and a decline in the advertised job vacancies in retail sales on a year over year comparison.

Staff will continue to monitor the caseload and report to Committee.

PART B **Monthly Activities**

1. Accounts

A listing of accounts (\$2,379,762.21) will be available at the meeting.

2. Accounts Verification

- | | | |
|------|--|-----|
| i) | Are there any items significantly over budget? | No |
| ii) | Are there any items significantly under budget? | No |
| iii) | Are there any items that were not in the budget? | No |
| iv) | Were all items purchased in accordance with County policy? | Yes |

PART B **Monthly Activities (continued)**3. Items of Committee Interesta) Children's Services Department – Statistical Report

Number of Children, by Age Group

Age Group	Age	# of Children July 28, 2002	# of Children July 28, 2003
Infant	0 – 17 months	47	44
Toddler	18 – 31 months	102	98
Preschool	32 months – 5 yr.	309	288
Kindergarten	5 – 6 years	94	119
School Age	6 – 9 years	172	162
Other	Over 9 years	75	83
TOTAL		799	794

Total Exits (Children) in July

Age Group	Age	# of Children July 28, 2002	# of Children July 28, 2003
Infant	0 – 17 months	9	10
Toddler	18 – 31 months	16	8
Preschool	32 months – 5 yr.	25	23
Kindergarten	5 – 6 years	9	3
School Age	6 – 9 years	23	15
Other	Over 9 years	12	6
TOTAL		94	65

b) Children's Services Department – Ontario Early Years

Committee members will recall that the Minister of Community, Family and Children's Services (MCFCS) approved North Lambton Child Care as the 'lead agency' for the Lambton-Kent-Middlesex Ontario Early Years Centre, and Lambton College as the Sarnia-Lambton Ontario Early Year Centre. This approval commits the 'lead agencies' to assume funding and management responsibilities for the existing Resource Centres with the exception of St. Clair Child and Youth Centre. St. Clair Child and Youth Centre was deemed "unique" by the Province and as such remains within the municipality's child care service and funding portfolio.

PART B **Monthly Activities (continued)**

To ensure a seamless transition to the new funding sources the County negotiated 100% funding for the period April 1 to September 31, 2003 to facilitate negotiations between the Early Years Centres and the existing resources centres.

Effective September 30, 2003 the identified Early Years Centres will assume funding responsibility and The County of Lambton will officially terminate its contracts for funding and service delivery.

c) Social Services Department – 2003 Statistical Report

The attached statistical report is for the month of June. The decrease of 40 cases represents a decrease of 2.45% over the previous month.

Year-to-date, the caseload has increased by 3.65% with the average caseload at 106 cases per caseworker. The average cost per case, on average to June 2003, has decreased \$2.11 from the 2002 average.

Month	Budget Estimate	Actual
December, 2001		1,770
December, 2002	1,651	1,534
January, 2003	1,488	1,588
February, 2003	1,488	1,604
March, 2003	1,488	1,591
April, 2003	1,488	1,597
May, 2003	1,488	1630
June, 2003	1,488	1,590
July, 2003		

d) Social Services Department – Service Delivery Model Technology

On June 7, 2003 there was an upgrade to the Service Delivery Model Technology (SDMT), Release 3.02. Each upgrade includes promotions to the technology that enhance the system or resolves known issues or System Investigative Reports (SIRs.) The June upgrade included SIR 13067 related to the pro-rating of assistance in the month of grant. Initial Service Delivery Model system design did not allow for the correct issuance of unpaid shelter at the time of grant as required under the Ontario Works Regulations, and manual calculations were required as well as an override of the eligibility engine.

PART B **Monthly Activities (continued)**

SIR 13067 resolved the issue, and allowed for the full issuance of shelter at grant without the need for manual calculation and the override.

Social Assistance Municipal Operations (SAMO) determined that the system changes for SIR 13067 would be retroactive to January 2002. The province estimated that provincially there would be 400 cases that would require immediate action to prevent overpayments or arrears.

However, after the system upgrade occurred it was determined that there were over 10,000 cases that would require individual action. Lambton was one of the top 5 offices in the province affected, with 738 active cases and 655 inactive cases requiring immediate action.

Once the magnitude of the clean up effort was acknowledged by the ministry, senior SAMO staff was assigned to assist Lambton County. Seven provincial staff provided assistance over three days to clean up 300 active cases. It is estimated that it takes approximately 22 minutes to complete the work required on each case. The total clean up effort would require the equivalent of 68 staff days in Lambton County for this SIR alone. The provincial SAMO assistance reduced Lambton's clean up effort to the equivalent of 53.4 staff days. To date, all active cases have been actioned, and 150 of the inactive cases have been corrected. The clean up is expected to be completed sometime in September 2003.

Staff will continue to monitor the effort required to manage Service Delivery Model system changes. A financial claim will be forwarded to the Ministry of Community, Family, and Children's Services related to these costs.

e) Children's Services Department – Pay Equity

The Province of Ontario recently settled a pay equity complaint in the child care sector with a number of unions. The settlement has raised a significant number of issues with municipalities across Ontario. Administrators and Children's Services senior staff have been meeting with OMSSA and Ministry of Community, Family and Children Services. The issues center on:

- What legislative authority did MCFCS have to bind municipalities to the agreement?

PART B **Monthly Activities (continued)**

- What are the financial impacts vis-à-vis cost sharing of the settlement?
- What are the administrative and accountability issues for municipalities?
- Why did the Province enter into this agreement binding the Province and municipalities to providing 1% of salary lines when the Government did not provide similar funding to municipalities?

Staff is attempting to determine the answers to the above as well as the financial impact. An additional report will be developed as information becomes available.

4. General Manager's Report

Recommendation

That the General Manager's Report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Correspondence

No correspondence matters to report at this time.

2. Children's Services Department - Special Needs Fee Subsidy Approval

Historically parents of children with special needs completed a needs test to determine eligibility for childcare subsidies. If it was determined that a parent had available income, or were over their liquid asset level they are only be required to pay twenty percent of their childcare costs – on Provincial direction, the Province's 80% share was forgone.

Revised business practices implemented by many municipalities determine that parents of children with special needs who have the ability to pay their child care costs no longer qualify for childcare fee subsidies – the Province's contribution is no longer forgiven.

This business practice creates consistency for the application for childcare subsidies and a greater equality within the childcare system. The Ministry of Community, Family, and Children's Services supports this business practice.

PART C **Other Matters Requiring a Motion** (continued)

Recommendation

That the Children Services Department implement a business practice that deems parents of children with special needs who have the ability to pay their child care costs no longer qualify for childcare fee subsidies.

SOCIAL & HEALTH SERVICES DIVISION
GENERAL MANAGER'S REPORT

August 13, 2003

COMMUNITY HEALTH SERVICES DEPARTMENT

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

1. **Smoke Free Lambton – Public Consultation**

Warden Todd Case advised lower tier municipalities of the public consultation meeting dates, on July 17, 2003. This information was subsequently released to the local media on Friday. The public consultation dates will also be advertised in several local newspapers, as well as posters distributed to municipal offices, libraries and post offices. The media release is attached for Committee Members' convenience. A briefing/consultation for municipal elected officials and senior staff is scheduled for September 18, 2003. Committee members may also recall that the full text of the Technical Report and public consultation meeting dates can be accessed on the Community Health Services Department's web site.

2. **West Nile Virus – Update**

Pest Control Ontario (PCO) began the second application of the larvicide methoprene to catch basins throughout Lambton County beginning July 31, 2003. A green paint mark was sprayed onto each catch basin that was treated. Lower tier municipalities were notified of the second application by email.

The Community Health Services Department (CHSD) has submitted 25 mosquito traps (5 traps every second week) to Brock University for viral testing as well as speciating and numerating. Additionally, staff assistance was provided to the First Nation communities in utilizing the services of Brock University. CHSD staff recently learned that Health Canada is setting up their own mosquito program and each First Nation community will be given 5 traps (August 8, 2003) and will be able to submit traps directly for testing.

Dr. C. Greensmith, Acting Medical Officer of Health will issue a memo to all Lambton County physicians advising them on laboratory procedures and the requirement to report all suspected cases of West Nile Fever and West Nile Encephalitis to the Medical Officer of Health.

PART B **Monthly Activities**

1. **Accounts**

A listing of accounts (\$195,786.70) will be available at the meeting.

PART B **Monthly Activities (continued)**2. Accounts Verification

- | | | |
|------|--|-----|
| i. | Are there any items significantly over budget? | No |
| ii. | Are there any items significantly under budget? | No |
| iii. | Are there any items that were not in the budget? | No |
| iv. | Were all items purchased in accordance with County policy? | Yes |

3. Items of Committee Interesta) Environmental Health & Prevention Services**West Nile Virus**

Public education activities continue. Eight information sessions were presented to various workplaces and community groups, including staff at all three hospitals. One presentation was given to an elementary school class. Dr. C. Greensmith, Acting Medical Officer of Health recently met with local physicians at the Lambton Hospitals Group, to provide an update on diagnostic criteria, the reporting process, and appropriate laboratory submissions. The Ministry of Health has provided an informational package to all practicing physicians in Ontario regarding West Nile Virus.

In the month of June, there were 194 reports of dead birds, including 10 crows. There have been no birds suitable for testing.

Adult mosquito trapping was conducted during the weeks of June 2 and June 16th. Traps have been set up in Sarnia (2), Point Edward, Corunna, Petrolia, Wyoming, Grand Bend, Watford, Alvinston, and Dawn-Euphemia. Traps were also provided to First Nations communities. Aamjiwnaang and Walpole Island set up two traps during the week of June 16th (Kettle Point will start trapping the week of June 30, 2003.) Twelve different mosquito species have been identified thus far. No mosquito pools have been tested positive for the West Nile Virus.

As of August 1, 2003, Ontario has reported 77 positive birds and 1 positive mosquito pool. Lambton has had no positive birds, mosquitoes, horses or humans. Although over 400 dead bird sightings have been reported to the Community Health Services Department there have been a minimal number of dead crows and those that have been reported have been in a decomposed state.

PART B **Monthly Activities (continued)**

Since seven southwestern Ontario health departments have not had a positive crow, the Canadian Co-operative Wildlife Centre at the University of Guelph has requested that these areas submit dead blue jays as well as crows. A media release will be issued on Tuesday August 5, 2003 to request assistance from Lambton County residents.

Pest Control Ontario (PCO) provided training in larval surveillance to Environmental Health & Prevention Services staff. Regular larval sampling began the week of June 2nd. Approximately 26 sites are being sampled on a regular basis, including sewage lagoons, storm water retention ponds, stagnant creeks, and some of the municipal standing water complaints. Low numbers of larvae have been reported thus far. Areas of concern are those with dense vegetation around the edges creating isolated pockets of water.

During the period May 28 – July 16, 2003, Community Health Services Department received 50 reports of standing water on private property. These reports are being investigated by public health inspectors. Thus far, 22 complaints have been fully investigated and completed. The remaining complaints are in the process of being investigated. Response times may vary from five days to forty-five days, depending on the nature of the complaint and the availability of staff.

There have been 16 reports of standing water on municipal property. These reports are being investigated and recommendations will be forwarded to the appropriate municipal office.

PCO staff began monitoring catch basins in June. Results of monitoring during the week of June 23rd indicated sufficient numbers of larvae to begin larviciding all Lambton County catch basins. The first application of methoprene pellets commenced June 28 2003, with a repeat application to follow, in 30 days. PCO will continue to monitor the catch basins to ensure that the methoprene is interfering with the insects' life cycle and preventing them from reaching maturity and reproducing.

To date, there are no suspected or confirmed human cases of West Nile virus in Lambton County. Of interest, CHSD staff has dealt with nearly 110 additional calls related to the West Nile virus including larviciding, insect repellent, and education requests.

PART B **Monthly Activities (continued)**

Rapid Risk Factor Surveillance System is a random- digit-dialed telephone survey of adults aged 18 years and older conducted by the Institute for Social Research at York University. Since 2001, a sample of 100 Lambton residents have been surveyed on a monthly basis regarding health risk behaviours such as smoking alcohol use, well water testing, immunization etc. Four questions concerning West Nile Virus and behaviour change have been added and will be asked for the next few months. This information is essential to the Community Health Services Department for planning and evaluating services as well as monitoring emerging health issues.

Communicable Disease/Outbreak Control

Severe Acute Respiratory Syndrome (SARS) appears to be resolved in Toronto, and a number of the travel advisories have been lifted to sites including China. Continued surveillance will be necessary to ensure that our health care system is not surprised by further outbreaks.

Staff recently participated in a ‘train-the-trainer’ workshop at the Lambton Hospitals Group, with respect to fit-testing of respirators (masks.) Fit-testing of masks for health care workers is an important part of the “new normal” protocols put in place to help prevent further outbreaks of infectious respiratory diseases, such as SARS.

One case of meningococcal meningitis has been reported in Lambton County, and recently identified as serotype B. There is currently no vaccine available for serotype meningococcal disease. Antibiotic prophylaxis was provided to close contacts, and the child has been discharged from hospital and is recovering well. Annually, there are usually two to three cases reported in Lambton.

Two individuals were diagnosed with E. Coli 0157.H7. Sporadic cases occur at this time of year when families are barbecuing. Undercooked ground beef is one of the more common sources of this infection. It is difficult to be certain of the source of this infection, when sporadic cases are found.

There appears to be a number of cases of Hand, Foot, and Mouth Disease circulating in the community, and especially in the day care population.

PART B **Monthly Activities (continued)**

This is a viral disease caused by a coxsackievirus, and is easily spread among young children through contact with nose and throat secretions or with faeces. In most cases, this is a mild, self-limiting disease involving a fever, sore throat, and blisters on the soles of the feet and on the palms of the hands. Generally seen in children under the age of ten years, outbreaks most commonly occur in the late summer and fall.

Vaccine Preventable Diseases

The travel clinic is now able to offer a newly licensed oral vaccine, called Dukoral, which provides protection against traveller's diarrhea and some strains of cholera. This is good news, since the previously available oral cholera vaccine has been discontinued.

Immunization clinic nursing staff has commenced the annual audit of vaccine storage sites to ensure that the vaccines are being appropriately stored at the correct temperature to remain effective. This includes visits to all physicians' offices and other health care facilities that receive provincially funded vaccine. These annual visits also provide an opportunity to update health professionals with information on new vaccines and vaccine issues. This year, information will be provided regarding such new vaccines as Twinrix for Hepatitis A & B, Prevnar for Pneumococcal diseases and Menjugate for Meningococcal Meningitis.

Rabies

A media release was recently issued concerning the risk of rabies due to exposure to bats. With the West Nile Virus season upon us, bats and bat houses are being promoted as a means of mosquito control. It is important to realize that bats may pose a risk of rabies and that mosquitoes are not bats primary food source. A discussion with the Ministry of Natural Resources staff, underscored the importance of jointly getting this precautionary message out.

Thirty-seven dog bites were investigated. Two bats that were submitted for testing were positive for rabies. As a result, four residents received rabies vaccine.

PART B **Monthly Activities (continued)**

Hepatitis 'C' Project

It is anticipated that the needs assessment for the Hepatitis 'C' project will be completed by summer's end. Committee members will recall that 100% funding for this initiative was provided by Health Canada, and will continue until the end of March 2004.

Outreach to high risks groups in the community will continue to be a primary focus of this project.

Tobacco Control

Fourteen smoking notices were recently sent out and six tickets issued for smoking on school property. Court cases for young offenders took place on June 18, 2003. Six of the seven students charged pleaded guilty and subsequently were charged with the offence of holding lighted tobacco on school property.

The other student did not show up for the court appearance and the summons was re-issued to again appear in court on July 16, 2003. One student who pleaded not guilty to a ticket settled before the Provincial Offences trial took place.

In accordance with the Tobacco Control Act, the Department conducted bi-annual compliance inspections of all elementary and secondary schools in Lambton County for the required 'No Smoking' signage in all public entrances. Additional signs were supplied where needed.

Safe Water

The bathing beach monitoring program commenced in June. A summer public health student samples the beaches weekly with the beach status updated weekly on the hotline, web site and the media. No beaches were posted in June.

PART B **Monthly Activities (continued)**

Health Hazard

Staff attended a Chemical Valley Emergency Coordinating Organization (CVECO) meeting at which members participated in a “table top exercise” where a transport truck was involved in an accident with a car causing injuries. Emergency procedures were outlined for this scenario.

Additionally, staff attended an Emergency Response Planning meeting at the St. Clair Township municipal office along with other representatives from the municipality, the public, the OPP, fire department, and ambulance service. This was the initial meeting of the St. Clair Emergency Management Program Committee which was formed to comply with Ontario’s Emergency Management Act.

A meeting of the CAER Working Group discussed the City of Sarnia’s Emergency FM Application and Hydro One’s Report of the Chemical Valley’s Power Outage in April that caused a toxic vapour release from Imperial Oil Ltd.

b) Health Promotion & Program Support

Smoke Free Lambton - Consultation Process

Elected officials and senior municipal staff have been invited to the ‘*Municipal Leaders Breakfast*’ forum September 18, 2003. Dr. Michael Perley, of the Ontario Tobacco Prevention Network and Brian Hatton, retired Director of Enforcement Waterloo Region will be guest presenters at the breakfast. These two individuals will also be presenting at the Sarnia public consultation meeting in the evening.

The general format is to have the first part of the evening as an educational forum, with a group of panelists to speak to various related issues including health and economics. The second part will be the public consultation portion where people will be invited to make a presentation (up to five minutes). Advertising encourages the public to pre-register for this portion; however time is allocated for people who simply show up. All presenters will be asked to state whether they are in support of a 100% bylaw, not in support, or support with exceptions, and give a brief explanation of their position. All presentations will be recorded, and summarized in a report, along with the written submissions and results of the telephone survey.

PART B **Monthly Activities (continued)**

The newspaper advertising will also promote the option people have to submit a written submission either on paper or on-line via the Community Health Services Department web site.

Telephone Survey

Community Health Services Department staff have added a module to the Rapid Risk Factor Surveillance System (RRFSS) questionnaire which asks specific questions re: support of 100% bylaw and questions regarding whether you would frequent bars, restaurants, bingos, bowling alleys more or less frequently if there was a bylaw in place. (Note: Staff did investigate doing a separate survey, but costs over \$10,000 were prohibitive.) As the Department had engaged RRFS already, and there was a bylaw module developed this was viewed as a more cost effective option. The Department will have data from over 300 randomly sampled Lambton County residents, as outlined in the Technical report.

Staff anticipates that the complete report from the public consultation process will provide County Council a 'read' on where public opinion and other stakeholders are at with this issue.

Ontario Trails Conference

The Community Health Services Department was host to the *Ontario Trails Conference*, with over 75 area elected officials, community leaders and conference delegates in attendance. Committee members will recall a grant in the amount of \$1,500.00 was approved in the 2003 County budget for this conference initiative.

Three speakers presented the positive impact of recreational trails on the economy, tourism, and health. Presentation transcripts are attached to this report.

Benefits of hosting the Ontario Trails Conference (OTC)

- As a result of fundraising for the OTC Conference, a local trail group received \$10,000 in funding from Imperial Oil;
- Raised awareness of trails locally;
- Public support of trails from County of Lambton;

PART B **Monthly Activities (continued)**

- Support from Tourism Sarnia Lambton – trails/maps were recently added to their website;
- In anticipation of the OTC conference the Lambton County Trails committee applied for and received charitable status under the income tax act;
- In anticipation of the OTC conference, Lambton County Trails applied for and received Recreation Development funding to develop a marketing campaign;
- Trail enthusiasts from Chatham-Kent were able to convince their community leaders of the value of trails and have since received \$100,000 in funding!
- A meeting is scheduled for July 14 where the focus will be developing an international loop between Michigan and Ontario;
- Our aboriginal community has become more involved in developing recreational trails;
- Representatives from Lambton County were invited to Rhode Island Trails conference to present our regional trail system plan.

Visitors to Lambton County were given a first class impression of a dynamic county with a vibrant, growing trail system that has economic, health and social benefits, and which is truly an example of meeting the strategic vision of “a healthy community.”

Injury Prevention

A *Car Seat Clinic* was held at Lambton Ford and thirty-six car seats were checked. A presentation about proper child car seat installation was given to Children’s Aid Society volunteers.

Worksites and Schools

The summer edition of ‘*Wellness Works!*’ was mailed to over 200 worksites in the County. The package included an updated version of the Wellness Works! Resource System and an application for the Healthy Workplace Awards. The Healthy Workplace Awards committee will launch the Awards on September 3, 2003 and the awards ceremony is set for October 23, 2003 at the Lambton Shared Services Centre. All three county Homes for the Aged have partnered with the Lambton Diabetes Prevention Project and will host several Diabetes Health Fairs in August to kick off their campaign.

PART B **Monthly Activities (continued)**

Discussions are underway to develop a plan for a County Employee Wellness Program.

School Health

A Comprehensive School Health Committee has been formed and met for the first time in June. The committee consists of staff from all teams at Community Health Services Department (CHSD) and the purpose of the committee is to plan effective communication between the school community and CHSD, coordinate services and resources within the schools, and to coordinate marketing of public health services and resources.

Early Child Development Project

The “*Safe Adventures Begin at Home*” project was successfully launched in June. Public awareness campaign materials will be distributed to Lambton County schools in September. Collaboration and partnerships with the Early Years Centres in Forest and Sarnia have been initiated.

4. General Manager’s Report

Recommendation

That the General Manager’s Report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Correspondence

- (a) #9-5-03 Resolution from the Town of Ingersoll petitioning the Government of Ontario to enact legislation to prohibit smoking in all public and work places in the Province of Ontario.

- (b) #9-8-03 Resolution from the Occupational Health Clinics for Ontario Workers Inc., (OHCOW) regarding the regulation of smoking in public and workplaces in the Province of Ontario.

PART C **Other Matters Requiring a Motion (continued)**

- (c) #9-9-03 Correspondence from the City of Toronto thanking Community Health Services Department for allowing Epidemiologist Elaine Hector to work with the Toronto Public Health, during the SARS outbreak.

- (d) #9-19-03 Resolution from the Thunder Bay District Health Unit urging the Ontario Government to eliminate the Zero Tolerance lifetime ineligibility for social assistance for those convicted of social assistance fraud; b) implement recommendation 1, 2, 4, 6, 7, & 8 consistent with the direction of the Coroner's Jury dated December 19, 2002 (Kimberly Rogers Inquest) and c) ensure adequate social assistance funding based on actual costs for housing and basic needs.

- (e) #9-20-03 Resolution from the Thunder Bay District Health Unit requesting the Ministry of Health & Long Term Care to ensure adequate funding and resources for scientifically sound and environmentally sensitive implementation of Bill 199 for an ongoing effective and timely protection of the citizens of Ontario against West Nile virus.

- (f) #9-2-03 Resolution from the Township of Armour seeking the support of all municipalities in Ontario to support the Nurses in their determination to get the Ontario Government to set-up a Board of Inquiry into the recent serious outbreak of the disease known as SARS.

Recommendation

That correspondence items 1 (a) and (b) be referred to the public consultation process regarding the 100% smoke-free County of Lambton by-law; and,

That correspondence item 1(c) be noted and filed; and further,

That correspondence item 1(d), (e) & (f) be endorsed.

MINUTES
COMMUNITY SERVICES/
INFORMATION TECHNOLOGY COMMITTEE

August 13, 2003

A meeting was held at the County Building at 1:00 p.m. on the above date.

Present: Chair C. Ivey, Warden Todd Case. Members: D. McGugan, A. Khan, R. Brown, R. O'Hara, A. Pole and A. Syer. Ms. C. Clarke, Ms. S. Murray and Mr. W. Petryschuk attended for Libraries, Museums and Gallery Lambton matters. Also Mr. N. Cottle, Corporate Manager, Information Technology Services; Ms. C. Thayer, General Manager, Community Services and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: None.

LIBRARIES

Part B, Item 4 – General Manager's Report

- (A) **#1:** Case/Brown: That the General Manager's Report as set out in Part A and Part B be accepted
(F) as presented. Carried.

Part C, Item 2 – Library and Lambton Room Donations

- (A) **#2:** McGugan/Petryschuk: That the Library and Lambton Room donations be gratefully
(F) accepted and that thank you letters be sent in accordance with the Recognition Policy. Carried.

Part C, Item 3 – Bookmobile Repairs

- (T) * **#3:** O'Hara/McGugan: That the Bookmobile be put up for sale. Tabled.
(T) **#4:** Clarke/Pole: That motion #3 of this day's minutes be tabled to allow staff time to prepare a
(A) report regarding usage of the Bookmobile and that the report be brought back to the next regular meeting of the Committee. Carried.

- * Lift from the table motion #3 of the Community Services/Information Technology Committee minutes dated August 13, 2003 and that the Bookmobile continue to operate in the City of Sarnia and that the local Municipalities be surveyed to see if there is a need for such a service in the rural areas – see Community Services/Information Technology Committee September 17, 2003, mot. #1.

- (T) * #5: Case/Brown: That staff be directed to proceed with the repairs on the Bookmobile by purchasing a new generator at an estimated cost of \$20,000.00. Tabled.
- (T) * #6: Khan/Syer: That motion #5 of this day's minutes be tabled pending completion of the report
(A) referred to in motion #4. Carried.

MUSEUMS

Part B, Item 4 – General Manager's Report

- (A) #7: Petryschuk/Syer: That the General Manager's Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 2 – Donations – Lambton Heritage Museum and Oil Museum

- (A) #8: Clarke/Brown: That the donations be gratefully accepted and that thank you letters be sent
(F) in accordance with the Recognition Policy. Carried.

Part C, Item 3 – Collections Management

- (A) #9: Pole/Brown: That the donations be gratefully accepted and that thank you letters be sent in
(F) accordance with the Recognition Policy. Carried.

Part C, Item 4 – Signing Authorization Listing - Museums

- (P) #10: Khan/Case: That the Department Signature Listing and Signing Authorization Listing be accepted, as per County policy, and that these positions and signatures supercede all previous signing authorities. Carried.

- * Delete motion #6 of the Community Services/Information Technology Committee minutes dated August 13, 2003, regarding tabling the purchase of a new generator for the Bookmobile; and further, That motion #5 of the Community Services/Information Technology Committee minutes dated August 13, 2003, be amended so that the estimated cost does not exceed \$12,000.00 – see Council September 3, 2003, mot. #9.

GALLERY LAMBTON

Part B, Item 4 – General Manager’s Report

- (A) #11: Case/McGugan: That the General Manager's Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 2 – Donation of Art Work by Ron Bolt

- (A) #12: Khan/Pole: That we accept the generous gift by Canadian artist Ron Bolt, of his work on
(F) paper, *Boys Night Out*, and that a thank you letter be sent in accordance with the Recognition
Policy. Carried.

Part C, Item 3 – Signing Authorization Listing – Gallery Lambton

- (P) #13: Case/O’Hara: That the Department Signature Listing and Signing Authorization Listing be
accepted, as per County policy, and that these positions and signatures supercede all previous
signing authorities. Carried.

In-Camera

- #14: Case/Brown: That the Chair declare the Committee go in-camera to discuss a matter
subject to solicitor-client privilege. Carried.

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated September
3, 2003.)

#15: (Motion dealt with in the Lambton County Council (CLOSED SESSION) minutes dated
September 3, 2003.)

Open Meeting

The Chair declared that the Committee go back into open meeting.

HOUSING SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #16: Khan/Pole: That the General Manager's Report as set out in Part A and Part B be accepted
(F) as presented. Carried.

Part C, Item 1 – Correspondence 9-1-03

#17: Pole/McGugan: That correspondence 9-1-03 be received and filed. Carried.

Part C, Item 2 – Tender #H004 – Replacement of the Kathleen Avenue Parking Lot and Tender #H014 – Replacement of the Controlled Entrance Panels for the Buildings Located in Thedford and Watford

- (A) #18: Pole/Khan: That the savings from Tender #H014 of \$7,600.00 be used to offset the
(F) unanticipated costs of Tender #H004 and that the remaining \$3,350.00 be found within the Capital Budget or if this is not possible, be funded from Housing's Capital Reserve Fund. Carried.

Part C, Item 3 – Signing Authorization Listing – Housing Services

- (P) #19: Case/McGugan: That the Department Signature Listing and Signing Authorization Listing be accepted, as per County policy, and that these positions and signatures supercede all previous signing authorities. Carried.

SENIOR SERVICES

Part B, Item 4 – General Manager's Report

- (A) #20: Brown/Pole: That the General Manager's Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 1 a) – Correspondence 9-17-03

#21: Brown/Khan: That correspondence 9-17-03 be received and filed. Carried.

Part C, Item 1 b) – Correspondence 9-18-03

- (A) #22: Khan/Pole: That the funding from the Shaw Foundation for a therapeutic garden project at
(F) Lambton Meadowview Villa, be gratefully accepted and that a thank you letter be sent in accordance with Recognition Policy. Carried.

Part C, Item 2 – Memorial Donation from AAEC

- (A) #23: Brown/McGugan: That the memorial donation received from AAEC in the amount of
(F) \$200.00 be gratefully accepted and that a thank you letter be sent in accordance with the Recognition Policy. Carried.

Part C, Item 3 – Signing Authorization Listing – Senior Services (Lambton Meadowview Villa/
North Lambton Rest Home/Marshall Gowland Manor)

- (P) #24: Case/Pole: That the Department Signature Listing and Signing Authorization Listing be accepted, as per County policy, and that these positions and signatures supercede all previous signing authorities. Carried.

INFORMATION TECHNOLOGY

Part B, Item 4 – Corporate Manager’s Report

- (A) #25: Syer/O’Hara: 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 – Overview – Proposal for the Supply of GIS (Geographic Information System)
Software and Associated Training

- (A) #26: Khan/Brown: That the Warden and C.A.O. be authorized to sign a duly negotiated contract
(F) with ESRI Canada Ltd., to provide the County with a Geographic Information System as proposed, in the amount of \$396,323.00. Carried.

EMERGENCY MEDICAL SERVICES

Part A, Item 1 – Balanced Emergency Coverage

- (A) #27: Brown/Khan: That the proposed deployment strategy of increasing the number of vehicles dedicated to emergency coverage from 40% to 70%, as outlined in the original report, be implemented as of November 1, 2003 and that all of the facilities be so notified;

That staff continue to assist stakeholders in addressing any issues that arise under the new deployment strategy; and further,

That the change in deployment strategy be monitored and assessed after six months to ensure the changes are working as anticipated and that the use of ambulances for non-emergency transfers has been significantly reduced. Carried.

Part B, Item 4 – General Manager’s Report

- (A) #28: Pole/Case: That the General Manager's Report as set out in Part A and Part B be accepted
(F) as presented. Carried.

Part C, Item 1 a) to d) – Correspondence 9-3-03, 9-12-03, 9-13-03 and 9-14-03

- (A) #29: Khan/McGugan: That correspondence 9-3-03, 9-12-03, 9-13-03 and 9-14-03 be referred to
(F) staff for consideration as part of the stakeholder consultations process related to Balanced
Emergency Coverage. Carried.

Part C, Item 1 e) and f) – Correspondence 9-10-03 and 9-11-03

#30: Brown/Khan: That correspondence 9-10-03 and 9-11-03 be received and filed. Carried.

Part C, Item 1 g) – Correspondence 9-16-03

- (A) #31: Brown/Case: That staff respond to the Sarnia Fire Rescue Services that E.M.S. has two
(F) (2) vehicles currently out of service and that should they wish to purchase one, the cost would be
approximately \$4,000.00 for the 1992 vehicle and substantially less for the 1995 vehicle.
Carried.

Part C, Item 2 – Signing Authorization Listing – Emergency Medical Services

- (P) #32: Pole/Brown: That the Department Signature Listing and Signing Authorization Listing be
accepted, as per County policy, and that these positions and signatures supercede all previous
signing authorities. Carried.

OTHER BUSINESS

The Grand Opening of the Brigden Ambulance Station will be held on Thursday, September 11,
2003 at 1:30 p.m.

Adjournment

The Chair declared the meeting adjourned.

Time: 2:40 p.m.

Cam Ivey
Chair

Ronald G. Van Horne
Secretary

PART C **Other Matters Requiring a Motion**1. DonationsLibrary Donations

- i) \$100 from the Order of the Eastern Star, Britannia Chapter #39 for large print materials.
- ii) \$14.34 from Dorothy Arble, Michigan, for reference materials.
- iii) \$25 from Ruth Bunkholder, Stouffville, for reference materials.
- iv) \$35.53 from Beverly Daisy, Michigan, for reference materials.
- v) \$2000 from the Autism Society, Sarnia Lambton Chapter for books and videos on autism and PDD related topics.
- vi) \$20 from Euphemia Township Historical Society for Lambton Room materials.
- vii) \$100 from the Order of the Eastern Star, Chapter #34, Petrolia, for large print materials.
- viii) \$20 from Elsie O'Brien, Wyoming, for use at Wyoming Library.

Donation Boxes

Bright's Grove	\$ 65
Forest	\$ 50
Grand Bend	\$168
Lambton Room	\$2.58
Mallroad	\$ 18

Sale of Used Books: \$967.76

Lambton Room Donations

- i) Ipperwash Beach: Images of a Bygone Era: donated by John E. Smith, Altamont, New York.
- ii) Bare Feet and Beyond and Mingling Midst Memories: donated by Maxine Miner, Watford, Ontario.
- iii) Harold Robert Madden Nichol: The Man and the Legacy: donated by J. Douglas Inglis, Petrolia, Ontario.
- iv) Descendants of John Young and Descendants of Patrick McGrigor: donated by Joe Young, Edmonton, Alberta.
- v) Variety of Special Events Brochures relating to churches, schools, etc. in Lambton: donated by Carol Leckie, Petrolia, Ontario.

PART C **Other Matters Requiring a Motion (continued)**

- vi) 2 reels of microfilm (Negative and Positive Copies) – Warwick Women's Institute Minutes Books 1978-1997 and Scrapbooks #5 and #6: donated by Mary Janes, Warwick, Ontario.
- vii) A Century Christ Anglican Church Camlachie, Ontario and Our Heritage 1877-1977: donated by Rev. George Hamilton, Glencoe, Ontario.

Recommendation

That these donations be gratefully accepted and that thank you letters be sent in accordance with the County's recognition policy.

3. Bookmobile Repairs

Last week, the ONAN 7.5 kW generator that runs all heating, cooling, lights and power in the public area of the bookmobile seized. As a result, several parts of the generator are also burned. The warranty expired on the vehicle some time ago.

This diesel generator has 3555 hours on it. The bookmobile's odometer reads 15,643 kilometers as of July 30, 2003. The vehicle, which was purchased in 1999, averages about 3800 kilometers/year. The engine on this vehicle should run at least 10 more years.

One aspect of this vehicle that maintenance has never been satisfied with is the accessibility of the generator. The inside of the generator unit (which would include the motor, the valves, etc.) is not accessible for service without taking the backend of the vehicle apart. The oil and filters have been changed every 100 hours in the beginning and now, every 200 hours.

Estimates to solve the generator problem include:

- a) rebuilding the generator – approximate cost - \$10,000, with a 90 day warranty on the rebuilt unit. One disadvantage of rebuilding the unit is that it could take a month or more. The vehicle is still currently making all stops but that could not continue if it were extremely hot, or if winter sets in.
- b) buying a new generator – estimated cost of \$20,000 (Honda this time with 12 kW) but includes a two year warranty. It could be installed more quickly.

PART C **Other Matters Requiring a Motion (continued)**

Repairs of this magnitude were not anticipated when the budget was prepared and therefore these costs have not been included in the approved budget. Under the County's Purchasing Policy, any purchase over \$5,000 that was not included in the budget must be approved by Committee prior to being incurred unless they are an emergency repair. Every effort will be made to find offsetting savings in other accounts to ensure the repair does not result in a year-end deficit.

Recommendation

That staff be directed to proceed with the repairs on the Bookmobile by purchasing a new generator at an estimated cost of \$20,000.

Additional Items Attached for Information Purposes Only

Adult Programs for June 2003

Children's Programs for June 2003

PART B **Monthly Activities (continued)**

b) Exhibitions

Upgrades to several exhibit areas are underway in the agricultural barns and to the Lambton fossil garden that is being created in front of the museum. This latter feature will be a three-dimensional representation of the County of Lambton, complete with lake, river and boundaries in scale. A series of a dozen metal sculptures is being fabricated by our welding volunteer Terry Atkins to represent key features of the County, such as the Bluewater Bridge.

The Oil Museum installed an oil well valve model and a model of a jerker line system invented in Oil Springs.

c) Special Events

Lambton Heritage Museum's 25th *Anniversary Celebrations* were held July 12, 2003 to mark our physical growth of buildings and collections through community support and donation. The invitation lists included every donor through the years and each volunteer or committee member. Free birthday cake and ice-cream were available to all.

Goals of this event were to:

- * celebrate our 25 years of service with volunteers, donors and community;
- * bring a high-profile celebration to the public eye;
- * provide a fundraising opportunity with increased donations, memberships and goodwill.

These goals were met. The large mailing to donors and supporters of 25 years numbered 2000. This resulted in an increase of 43 paid memberships and 10 donations. Full page ads in the Advance and the Watford Guide, a 3-page insert in the Forest Standard, and two half page ads in the Petrolia Topic and the Seniors paper were sponsored by over 45 businesses.

Combined income from admission, memberships, Curator Jail & Bail, Gift shop and bar sales totaled \$3922 for the day. The memberships will produce a permanent revenue stream for future years for those members that can be retained long term.

PART B **Monthly Activities (continued)**

Oil Heritage Day was held on Sunday, July 20, 2003. This event brought together a number of volunteer exhibitors and demonstrators of oil-related and other crafts to present an activity and food in all of the outbuildings. A crowd of 150 enjoyed the day.

Wagon Rides Scheduled through the Historic Fairbank Oil Properties: Through the generous sponsorship of Charles Fairbank, the Oil Museum is able to conduct horse-drawn wagon rides through the Fairbank Oil properties. Adequate insurance and an interpretive background text have been prepared to make the tour safe and informative. Tours will be offered every Sunday afternoon at 2:00 p.m. and 3:00 p.m. for the rest of the summer.

Ipperwash Book Launch, June 14, 2003: We were pleased to host the release of this historic photo book, the first community history for Ipperwash Beach. Many images in the volume are drawn from our archives at the Heritage Museum or the Lambton Room. It is expected that the entire print run of 500 will be fully sold by the end of the year.

Nova Retiree Volunteer Program: The museum collection is benefiting from the opportunity to have a skilled welder available to repair broken casts and plates on artifacts. Terry Atkins from Nova Corp. is working half-time for a year on their retiree volunteer program. This opportunity is at no cost to the County apart from materials consumed. Terry demonstrated his blacksmithing skills at the forge for the anniversary event.

d) Statistics – see attached

4. General Manager's Report

Recommendation

That the General Manager's report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Correspondence

No matters at this time.

PART C Other Matters Requiring a Motion (continued)2. Donations

The following cash donations were received:

Lambton Heritage Museum

Rose Marie Ur, Strathroy	\$30	Blanche Coultis, Alberta	\$20
Joyce McMaster, Ipperwash	\$200	Jean Muma, Grand Bend	\$500
David Kent, London	\$45	Marg Westgate, Ipperwash	\$30
June Dunlop, Arkona	\$10	Maxine McBryan, Forest	\$10
Wendy Bauhaus, Forest	\$10	Edna Frampton, Grand Bend	\$10
Yvonne Beachy, Grand Bend	\$10	Helenjeane Galpin, Grand Bend	\$10
Lk. Smith Conservationists	\$100	Bill Weber, Grand Bend	\$10
John Aarts, Arkona	\$20	Robert King, Grand Bend	\$20
Alice Gibb, London	\$10	Phyllis Clark, B.C	\$10
Steph Donaldson, Grand Bend	\$50	Nola Love, Grand Bend	\$20
Joyce McColl, Forest	\$20	Mickey Couldridge, Pt Franks	\$10
Pat Cable, Forest	\$10	Lynda Rapley	\$20
Janet Waite, Thedford	\$25	Jan Lucas, Arkona	\$25
Anne Eckoff, Parkhill	\$10	Cam Ivey, Grand Bend	\$250
Wm Huntley, London	\$25	Walt Veroude, Thedford	\$20
Jim Monteith, Petrolia	\$25	Peter Creer, Dundas	\$25
Andy Robillard, The Sault	\$25	Frank Delitala, Grand Bend	\$10
Adam Appel, Pt Franks	\$20	George Treppa, Ipperwash	\$20
Peter VanEngelen, Forest	\$20	M. DeAnunano, Grand Bend	\$10
Freida Malone, Pt Franks	\$10	Al Hoornweg, Forest	\$10
Nancy Hayter, Thedford	\$16	April James, Sarnia	\$10
Madeline Salmon, Forest	\$10	Edith Evans, Forest	\$10
A. Lucas, Oakville	\$10		

Oil Museum of Canada

Township of Enniskillen \$150.

Recommendation

That these donations be gratefully accepted and that thank you letters be sent in accordance with the County's recognition policy.

PART C Other Matters Requiring a Motion (continued)

3. Collection Management

Lambton Heritage Museum

Artifacts Recommended for Acceptance:

- i) Woman's boned waist, blouse and opera cloak, 1875-1890, donated by Betty Brush, Uttoxeter.
- ii) Kettle concretion signed and dated 1897 by A. Ovens, builder of the Ipperwash Casino, donated by Doug Ovens of Lucan.
- iii) 1926 Grand Bend softball silver trophy, donated by Pirie Mitchell, Hensall.
- iv) Cast iron netsinker from Port Franks; 1920s electric light, donated by Margie Bloomfield of Port Franks
- v) Anoka Farms Black Angus banners and fair memorabilia, donated by David Edwards of Dashwood.
- vi) Picture of Stoddart Bros. Store in Forest, 1890, donated by Ron Van Horne of Forest.
- vii) Music history (reference) of Cameron Presbyterian Church from Jeanette Gray of Alvinston.
- viii) Personal memories (reference) of Ipperwash Beach, tract, donated by Anna Belle Walz of London
- ix) Wadesville (Enniskillen Townline) photo and history, donated by W. Coristine, London.

Artifacts Recommended for Refusal:

- i) Spiked heels collection, 1970 (too new) from Kay Mannell, Grand Bend.
- ii) Log house for moving (poor) from Bill Johnson, Arkona.
- iii) Log roller (duplicate) from Chas. Langford, Kerwood.
- iv) Harness, yokes and combs (duplicates) from Wm. McCaw, Sarnia.
- v) Pump organ (duplicate) from Drew Robertson, Middlesex.
- vi) Wooden wheelchair (duplicate) from Glencoe Oddfellows.
- vii) Typewriter (1940s duplicate) from Alex Smidt, Sarnia.
- viii) Photo enlarger, 1950 from Kathleen Lochner, Inwood.
- ix) Cann Mill key, deed, bellows from Exeter (refer to Huron County Museum) from Carfrey Cann, Grand Bend.
- x) Long bones from Helen Vowles, Port Franks.

PART C Other Matters Requiring a Motion (continued)

Oil Museum of Canada

Artifacts Recommended for Acceptance:

- i) Reference book donation: ‘Salt...A World of History’ and a reference book on drilling practices in the U.S.A.
- ii) Aladdin ‘lox-on’ mantle for kerosene lamp from Dawn Marie Gates, Oil City.
- iii) First Day Cover Envelope & Stamp (Centennial of Oil – Commemorating the First Oil Well Drilled at Oil Springs 1858) from Charles M. Wheelihan, Michigan.
- iv) Metal Tool Box with Oil Well stamped in metal from Phil Morningstar, Oil Springs.
- v) 1936 Sarnia Observer Recipe Book from Dorothy Pearson, Sarnia.
- vi) Oil Springs Grand Lodge Certificate from Ian Mason, Sarnia.

Artifacts Recommended for Refusal:

- i) Rocker and bed from Joan Poland, Sarnia.

Recommendation

That these donations be gratefully accepted and that thank you letters be sent in accordance with the County’s recognition policy.

4. Signing Authorization Listings

A Department Signature Listing and Signing Authorization Listing is attached. The appropriate changes have been made to recognize the new organizational structure and to match the County’s purchasing policy.

Recommendation

That the Department Signature Listing and Signing Authorization Listing be accepted, as per County Policy, and that these positions and signatures supercede all previous signing authorities.

PART B **Monthly Activities (continued)**

c) Current Exhibitions

The Water Project: Selections from the Permanent Collection, June 14 to August 30, 2003 (Main Gallery). During July, a number of public art galleries in Ontario, including Gallery Lambton, will present exhibitions on the theme of water. This project is initiated by the Society of Artists to highlight this precious resource and all galleries will participate in province wide publicity.

The Art of Water Colour: Selections from the Permanent Collection, June 14 to August 30, 2003 (Sadie A. Knowles Gallery). Partly to coincide with the water exhibition in the Main Gallery and partly directed to all amateur artists in the County, this exhibition will feature a selection of watercolours from the permanent collection by some of Canada's best exponents of the medium. Some new acquisitions and others that have not been seen previously will be included.

d) Upcoming Exhibitions

Tony Calzetta: War Stories for Children and Art Stories for Adults, September 6 to October 11, 2003 (Main Gallery). Originated and circulated by the Thames Art Gallery in Chatham, this exhibition features paintings and sculptures by Toronto artist Tony Calzetta. Large colourful enigmatic paintings are accompanied by lengthy, often humorous, titles that involve the viewer in a friendly, engaging manner.

3x4 Miniature Exhibition and Art Draw, September 6 to October 2, 2003 (Sadie A. Knowles Gallery). This is the third exhibition whereby artists have donated small works of art to Gallery Lambton as a fundraiser. These works, featuring local and regional artists in a wide range of media and aesthetic concerns, will be displayed for four weeks. Tickets may be purchased for the draw that will take place at the conclusion of the exhibition. A cocktail party and draw will be held on Thursday, October 2, 2003 between 7:00 and 9:00 p.m. Each ticket allows participants to choose one work of art. All money raised will go towards Gallery Lambton's programs.

e) Gallery Lambton Advisory Committee

Minutes – May 12, 2003 and June 9, 2003

PART B **Monthly Activities (continued)**

f) Permanent Collection Report and Inventory, 2003

g) Statistics – see attached

4. General Manager's Report

Recommendation

That the General Manager's report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Correspondence

No correspondence at this time.

2. Donations

Former President of the Royal Canadian Academy of Art, Ron Bolt, wishes to donate a work on paper from his Mexican series, *Boys Night Out*, 1993 mixed media 35 x 95 cm. This humorous, loosely drawn image depicts four masks and skulls as revelers at a party. This work is included in a traveling exhibition, *Mexico: Ron Bolt, Paintings, Drawings, Constructions*, organized by the Art Gallery of Peterborough between June 1995 and March 1997. This show was seen at various centres in Ontario and the art Gallery of Newfoundland and Labrador in St. John's. This work was illustrated in the accompanying exhibition catalogue.

Recommendation

That we accept the generous gift of Canadian artist Ron Bolt, of his work on paper, *Boys Night Out*, and that a thank you letter be sent in accordance with the recognition policy.

3. Signing Authorization Listings

A Department Signature Listing and Signing Authorization Listing is attached. The appropriate changes have been made to recognize the new organizational structure and to match the County's purchasing policy.

PART C **Other Matters Requiring a Motion** (continued)

Recommendation

That the Department Signature Listing and Signing Authorization Listing be accepted, as per County Policy, and that these positions and signatures supercede all previous signing authorities.

PART C **Other Matters Requiring a Motion**

1. Correspondence

- a) Item #9-1-03 from The Corporation of the County of Huron, requesting that an amendment be made to the Social Housing Reform Act, 2000 in order to allow municipalities to obtain their own insurance coverage for public housing units.

Currently the Social Housing Services Corporation arranges and carries the insurance coverage for all social housing units in Ontario.

Recommendation

That correspondence item #9-1-03 be received and filed.

2. Tenders #H004 & #H014

The lowest bid for Tender #H004 for the replacement of the Kathleen Avenue parking lot came in \$10,950 over the budgeted amount of \$16,000. The bids were as follows: Triad Contracting \$26,950; Sarnia Paving Stone \$27,470.30; and Medeiros Restorations \$27,822.30.

Reasons for variance:

1. Because of deterioration of the curbs, their replacement was added to the tender but was not included in the budget amount.
2. Call for tender was late and contractors are busy. This increased the cost about \$1.50 per sq. ft.

The lowest bid for Tender #H014 for the replacement of the controlled entrance panels for the buildings located in Thedford and Watford was \$8,400. The budget amount was \$16,000.

Recommendation

That the savings from Tender #H014 of \$7,600 be used to offset the unanticipated costs of Tender #H004 and that the remaining \$3,350 be found within the capital budget or if this is not possible, be funded from Housing's Capital Reserve Fund.

PART C **Other Matters Requiring a Motion** (continued)

3. Signing Authorization Listings

A Department Signature Listing and Signing Authorization Listing is attached. The appropriate changes have been made to recognize the new organizational structure and to match the County's purchasing policy.

Recommendation

That the Department Signature Listing and Signing Authorization Listing be accepted, as per County Policy, and that these positions and signatures supercede all previous signing authorities.

PART B **Monthly Activities (continued)**

4. General Manager's Report

Recommendation

That the General Manager's report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Correspondence

- a) Item # 9-17-03, Ministry of Health and Long-Term Care, providing notice of per diem funding increases to the Nursing and Personal Care, Program and Support Services, Raw Food and Other Accommodation funding envelopes. The total per diem increase of \$4.80 is effective July 1, 2003. Revenue calculations for 2003 were based on an anticipated increase of \$1.22. This increase will result in estimated additional revenue of \$200,000.

Recommendation

That correspondence item # 9-17-03 be received and filed.

- b) Item # 9-18-03, Shaw Foundation, granting funding approval for a therapeutic garden project at Lambton Meadowview Villa. A pledge of up to \$50,000.00 has been approved with the requirement that matching funds be raised. A fund raising campaign is in the process of being launched.

Recommendation

That the funding be gratefully accepted and that a thank you letter be sent in accordance with the County's policy.

2. Donations

The following memorial donations have been received:

AAEC - donations totaling \$200.00

PART A **Other Matters Requiring a Motion (continued)**

Recommendation:

That these donations be gratefully accepted and that thank you letters be sent in accordance with the County's recognition policy.

3. Signing Authorization Listings

A Department Signature Listing and Signing Authorization Listing is attached. The appropriate changes have been made to recognize the new organizational structure and to match the County's purchasing policy.

Recommendation

That the Department Signature Listing and Signing Authorization Listing be accepted, as per County Policy, and that these positions and signatures supercede all previous signing authorities.

INFORMATION TECHNOLOGY
CORPORATE MANAGER'S REPORT

August 13th, 2003

INFORMATION TECHNOLOGY

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

None.

PART B **Monthly Activities**

1. Accounts

A listing of accounts will be available at the meeting.
Total for the month of July

\$776,421.01 *

2. Accounts Verification

- | | | |
|-------|--|-----|
| v) | Are there any items significantly over Budget? | No |
| vi) | Are there any items significantly under Budget? | No |
| vii) | Are there any items that were not in the Budget? | No |
| viii) | Were items purchased in accordance with County Policy? | Yes |

*Please note some of the incurred expenses will be off set in the future by revenues from various sources including; Geosmart, Maxium leasing, BRAND, HRDC and CAP program funds.

3. Items of Committee Interest

a) Financial Information System

Payroll and HR staff are continuing to enter payroll related information. Discussions are continuing to plan for specific dates for task completion. Vadim, HR and IT staff are currently defining priority needs for enhanced HR system functionality.

b) County Wide Area Network (WAN)

All sites are now using the County Wide Area Network (WAN) – there are some ongoing adjustments still being made to the network.

PART B **Monthly Activities (continued)**

c) Process Technology Reviews

The Accounts/Payable report completed by Vadim is still under consideration by Finance.

d) Lambton Shared Services Centre (LSSC) and Health Unit

The new Integrated Networks Program (INP) is ongoing. The issues raised by Ontario Works (OW) and Ontario Disabilities Service Provider (ODSP) Provincial representatives, seem to have been resolved with County staff to everyone's satisfaction. The new system setup procedures will be completed shortly.

e) CLEAR, Geo-smart, BRAND, COBRA Fund Applications

The County of Lambton Economic and Agricultural Revitalization (CLEAR) funding application is still under review.

The Geo-smart application has been approved (\$400,000). The County is still awaiting a formal Ministry public announcement. The Geo-smart agreement for the Warden/CAO signature is expected from the Ministry Natural Resources shortly.

The County submitted an application to the Connect Ontario Broadband and Rural Access (COBRA) Provincial program. This program promotes public institutions' access to Broadband services. The Ministry asked the County to work with Chatham-Kent to "fast track" the development of the business plan directly and not to apply for funding of the business plan preparation itself, as the Ministry had previously requested.

The County has received funding (\$17,958) for the Broadband for Rural and Northern Development pilot program (BRAND) application to the Ministry of Industry. This program promotes general public access to Broadband services. The County will develop a business plan and request for proposal (RFP) to determine a supplier of broadband services. The County is working with a consultant to assist IT staff (Quintin Lang etc) in the preparation of both the COBRA and BRAND applications (due to the similar scope and content of each application). The preparation timeline is fairly short to meet both application submission deadlines of November 2003.

PART B **Monthly Activities (continued)**

f) Library Services

No major items to report at this time.

g) Miscellaneous Items

The County website (Lambtononline.ca) Intranet (for internal County staff access only) is now being developed by the Web development team members in association with MIAD Systems. Specific priority tasks are being reviewed with General Managers. It is anticipated that the initial Intranet development functions will be “live” in late October.

All County staff have been provided with details of the Corporate PC purchase plan. Interested staff must submit their applications for initial acceptance to the Payroll Department by August 15th 2003. All orders will then be forwarded to the supplier for processing and delivery direct to staff.

The County has received the majority of the County parcel fabric data from Montieth and Sutherland. The final data will be provided shortly.

Connestoga Rovers & Associates (CRA) draft Geographic Information Systems (GIS) report has been submitted to the County for review.

The Lambton Mapping Group met on June 16th 2003 to review Geographic Information Systems (GIS) and related items. The members agreed on project details and timelines for the GIS project, Global Positioning System (GPS) and Emerald Ash Borer (EAB) programs. In addition members were apprised of the COBRA and BRAND County applications.

The GPS units are currently being programmed for use by the GPS team. The EAB team has progressed well with the initial public communication/promotion phase. The Ash tree location identification and review phase will commence shortly.

The Geographic Information System (GIS) request for proposal (RFP) review team have selected a vendor (see attached report) and Part C of this report.

PART B **Monthly Activities (continued)**

County IT staff has successfully completed the joint PC training and deployment project. The team trained over 400 staff and deployed the new IBM PC's during an eleven-week period. The old leased PC's have been returned to Maxium Leasing. The remaining owned PC's will either be redeployed as appropriate or picked up for disposal.

County IT staff has surveyed all Councilors (as available) regarding their readiness for the use of laptop computers in the coming months. Please see attached survey report.

IT staff are upgrading County networks anti-virus and firewall software for enhanced system protection and overall management. Additional network server data storage will be installed by the end of the summer.

4. Corporate Manager's Report

Recommendation

That the Corporate Manager's Report as set out in Part A and Part B be accepted as presented.

PART C **Other Matters Requiring a Motion**

1. Overview

The County issued an RFP for the purchase of a GIS from a suitable vendor that would not only meet County information needs but also be able to accommodate similar needs of other municipalities.

The GIS review team comprised of, Howard Lucas, Purchasing Coordinator, Nigel Cottle Corporate Manager IT, Quintin Lang GIS Project Leader, Peter Corbett Planning and GIS technician and Chris Durand GIS technician St Clair Region Conservation Authority.

The team initially received six proposals from which a short list of 3 vendors, Cuesta, Integraph and ESRI Canada Ltd were selected. After numerous team meetings, and discussions, careful documentation review and vendor site visits the team unanimously selected ESRI Canada from the short list.

PART C **Other Matters Requiring a Motion** (continued)

Please see the attached detailed report and recommendation of the team, led by Howard Lucas, Purchasing Coordinator.

Recommendation

That the Warden and CAO be authorized to sign a duly negotiated contract with ESRI Canada Ltd to provide the County with a Geographic Information System as proposed.

PART C **Other Matters Requiring a Motion**

1. Correspondence

- a) Item #09-3-03, from the Lambton Hospitals Group Re: Ambulance Services – Non-Emergency Transfers.
- b) Item #09-12-03, from the Lambton Hospitals Group Re: Non Emergency Transfers.
- c) Item #09-13-03, from Trillium Villa Nursing Home Re: Emergency Coverage changes for Sarnia/Lambton.
- d) Item # 09-14-03, from Vision ‘ 74 Inc. Re: Emergency Coverage changes for Sarnia/Lambton.

Recommendation

That correspondence items a) to d) be referred to staff for consideration as part of the stakeholder consultations process related to Balanced Emergency Coverage.

- e) Item #09-10-03 Correspondence received from Emergency Health Services, Ministry of Health and Long-Term Care Re: Closure of Judson Street Ambulance supply.

The Ministry of Health and Long-Term Care will be closing this facility on March 31, 2004. This will directly affect the manner in which municipalities are able to purchase ambulances. Currently we purchase both ambulances and equipment from Judson Street, but in most cases, with the exception of the ambulances, alternate supplies are available. Potentially costs could increase but discussions are underway related to group purchasing with other municipalities. In addition, purchasing ambulances directly from the manufacturer may also be an option. Staff have responded to the four questions as requested in the Ministry’s letter.

- f) Item #09-11-03 Correspondence received from AMO Re: Closure of Judson Supply Centre.

Letter reiterates the Ministry of Health stance on the closure of Judson on or about March 31, 2004. There are discussions with stakeholders being held on this issue.

PART C **Other Matters Requiring a Motion (continued)**

Recommendation

That correspondence item# 09-10-03 and #09-11-03 be received and filed

- g) Item # 9-16-03 received from Sarnia Fire Rescue Services requesting information on purchasing a used/out of service ambulance for use as a Public Education Vehicle.

EMS currently has two out of service ambulances, a 1992 and a 1995. The 1995 is in very rough shape and is being stored awaiting a County Auction for disposition. The 1992 is in better shape, and a firm from Toronto has initially offered \$4,000 for it.

Recommendation

That staff respond to the Sarnia Fire Rescues Services that EMS has two vehicles currently out of service and that should they wish to purchase one, the cost would be approximately \$4,000 for the 1992 and substantially less for the 1995.

2. Signing Authorization Listings

A Department Signature Listing and Signing Authorization Listing is attached. The appropriate changes have been made to recognize the new organizational structure and to match the County's purchasing policy.

Recommendation

That the Department Signature Listing and Signing Authorization Listing be accepted, as per County Policy, and that these positions and signatures supercede all previous signing authorities.