

MINUTES
INFRASTRUCTURE AND DEVELOPMENT/
SOCIAL AND HEALTH SERVICES COMMITTEE

November 19, 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, C. Jamieson, P. Davidson, K. Hart, D. Kirkland and J. Dedecker. Also Mr. K. Dick, General Manager, Social and Health Services and Mr. J. Kutymba, General Manager, Infrastructure and Development Services.

Absent: J. Kowalyshyn.

COMMUNITY HEALTH SERVICES DEPARTMENT

In-Camera

#1: Dedecker/Davidson: That the Chair declare the Committee go in-camera to discuss a matter concerning labour relations and employee negotiations. Carried.

Open Meeting

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

Part C, Item 3 – 100% Smoke Free Lambton – Public Consultation Report and Proposed By-Law

Mr. Ken Dick, General Manager, Social and Health Services, Dr. Christopher Greensmith, Acting Medical Officer of Health and Mr. Kevin Churchill, Manager, Health Promotion and Program Support, updated the Committee and presented the staff report concerning the scope and results of the public consultation process.

#2: Jamieson/Hart: That the County of Lambton adopt the attached By-Law, being “A By-Law to Regulate Smoking in Public Places and Workplaces in the County of Lambton”; and further,

That the attached By-Law, being “A By-Law to Regulate Smoking in Public Places and Workplaces in the County of Lambton”, be forwarded to the lower tier Municipalities in Lambton County for consideration and response by January 31, 2004. Defeated.

(T) #3: Dedecker/Case: That the issue be tabled to the first Committee meeting in 2004, in order for staff to assess the Provincial Government’s direction with respect to regulating smoking Province-wide. Carried.

This portion of the meeting adjourned.

Time: 10:00 a.m.

PUBLIC WORKS

Part B, Item 4 – General Manager’s Report

- (A) #4: 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 – Correspondence 11-13-03

- (A) #5: Jamieson/Davidson: That the County of Lambton support the efforts of York Region (Item
#11-13-03) in requesting Federal and Provincial Ministers and Agencies to deal effectively with
the Asian Longhorned Beetle infestation in order to control its further destruction of urban
forests and forest ecosystems in Ontario. Carried.

Part C, Item 2 – Road Widenings and Dedications – County Road #4 (Petrolia Line) on Lot 9, Concession 10 in the Former Township of Brooke

- (A) #6: Bilton/Hart: That the Warden and Clerk be authorized to dedicate and register the following
Transfer/Deed and that the appropriate By-Law be presented to County Council for its
consideration:
- a) 20’ widening along Lot 9, Concession 10, in the former Township of Brooke, County
of Lambton, conveyed as per Instrument #115624. Carried.

PLANNING AND DEVELOPMENT AND BUILDING SERVICES

Part A, Item 2 – Central Emergency Reporting Bureau (CERB) – Requests for Proposals – Tabled Motion #4 of the Infrastructure and Development/Social and Health Services Committee Minutes dated November 5, 2003

- (A) #7: Jamieson/Dedecker: That we lift from the table motion #4 of the Infrastructure and
Development/Social and Health Services Committee minutes dated November 5, 2003
concerning the Central Emergency Report Bureau (CERB) – Request for Proposals. Carried.

The Committee considered a letter on the issue from Mayor Mike Bradley dated November 18, 2003.

- (T) * #8: Dedecker/Jamieson: That we table motion #4 of the Infrastructure and Development/Social and Health Services Committee minutes dated November 5, 2003 concerning the Central Emergency Report Bureau (CERB) – Request for Proposals, to the first meeting of the Committee in 2004; and further,

That the General Manager be invited to attend the December 15th, 2003 City Council meeting to explain the issues. Carried.

Part B, Item 4 – General Manager’s Report

- (A) #9: Davidson/Jamieson: That the General Manager’s Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

NEW BUSINESS

Memorandum dated November 17, 2003 Regarding the Waste Acceptance Policy – County Waste Disposal Facilities

- (A) #10: Jamieson/Kirkland: That commencing January 1, 2004, the County of Lambton ban all
(F) commercial quantities of construction and demolition materials from the Moore Landfill Site;
(P) and further,

That commencing April 1, 2004, the County tipping fee be increased to \$45.00 per tonne at the Dawn Landfill and Moore Landfill. Carried.

The General Manager updated the Committee concerning negotiations with Canadian Waste Services.

In-Camera

#11: Kirkland/Bilton: That the Chair declare the Committee go in-camera to discuss a matter concerning the pending acquisition or disposition of an interest in land. Carried.

- * Amend motion #8 of the Infrastructure and Development/Social and Health Services Committee minutes dated November 19, 2003 to remove the reference to meeting with City Council – see Council November 26, 2003, mot. #10.

Open Meeting

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

This portion of the meeting adjourned.

Time: 11:00 a.m.

SOCIAL SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #12: Davidson/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 1 a) – Correspondence 11-16-03

- (A) #13: Kirkland/Jamieson: That Council support the Cochrane District Social Services
Administration Board Resolution 03-120, and further, that Resolution 03-119 and Resolution 03-
121 be noted and filed. Carried.

Part C, Item 2 – Social Assistance Rates 2003

- * #14: Jamieson/Kirkland: That the Government of Ontario be petitioned to adjust the shelter
allowance portion of Ontario Works and Ontario Disability Support Program social assistance
rates to the average market rent of a region and restore the basic needs allowance for food,
clothing and basic necessities to the 1995 level; and further,

That the Government of Ontario be petitioned to adjust social assistance rates in the future, by
adjusting the shelter allowance portion of Ontario Works and Ontario Disability Support
Program by the average market rent of a region annually and increasing the basic needs
allowance of Ontario Works and Ontario Disability Support Program equal to the Consumer
Price Index annually. Defeated.

- * Support motion #14 of the Infrastructure and Development/Social and Health Services
Committee minutes dated November 19, 2003 and that the Province be petitioned to be
responsible for all such additional costs – see Council November 26, 2003, mot. #11.

Part C, Item 3 – Ontario Works – Caseload Trends and Economic Indicators

- (A) #15: Dedecker/Jamieson: That the Ontario Works – Caseload Trend and Economic Indicators Report (October 2003) be accepted as presented. Carried.

COMMUNITY HEALTH SERVICES DEPARTMENT

Part C, Item 4 – General Manager’s Report

- (A) #16: Davidson/Bilton: 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 11-12-03

- (A) #17: Hart/Kirkland: That the County of Lambton support the Town of LaSalle in urging the new Ontario Government to begin debate and eventual implementation of no smoking within all retail/business/entertainment establishments throughout the Province. Carried.

Part C, Item 2 – Communicable Disease Funding

- (A) #18: Dedecker/Case: That staff proceed with the establishment of a time limited, specialized team of public health staff (1.5 FTE’s), funded 100% by the Province of Ontario to review the current Community Health Services Department emergency response plan with the objective of developing an emergency response plan that combines the present plans for the County of Lambton Community Health Services Department, and the Community Pandemic Planning Committee. Included in this plan would be the lessons learned by the York Regional Health Department in investigating SARS, imposing quarantines and running a Public Health SARS Assessment Center. Carried.

OTHER BUSINESS

Mr. Jim Foubister, Chair, noted that this was the last meeting of this Committee and thanked the Committee members for all their work over the past year, which has been very interesting and productive. Mr. Foubister also noted that it was an honour to serve as Chair of the Infrastructure and Development/Social and Health Services Committee.

Adjournment

The Chair declared the meeting adjourned sine die.

Time: 11:40 a.m.

Jim Foubister

Chair

Jim Kutyla/Ken Dick

Secretaries

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

November 19, 2003

PUBLIC WORKS

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

1. Motion # 9, IDSHS Committee, September 17, 2003

Davidson/Kowalyshyn: That given the changing traffic patterns in the County, the entire road system be reviewed and re-evaluated regarding the appropriate safe speed limits.

A staff report on the review of speed limits within the County road system is attached. The report provides an update on the progress of the review as well as an expected report to Committee in the first quarter of 2004.

PART B **Monthly Activities**

1. Accounts

Totals for the month of October:

Roads	\$ 813,897.38
Waste Management	\$ 150,923.82
County Building	\$ 23,604.54

A listing of accounts 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

3. Items of Committee Interest

2003 Capital Program

See the attached staff report outlining project completed to date and those expected to be completed at year end.

PART B **Monthly Activities (continued)**

Letter of Thanks

A letter of thanks was received from the Township of Brooke-Alvinston on behalf of Council and residents for a job well done on the reconstruction of a portion of Nauvoo Road which was completed this past Spring.

Adopt a Road Program

Roadside clean-ups were undertaken in October and November by the following groups:

- Royal Canadian Navy Association Sea Cadets – London Line (County Road 22) from Blackwell Sideroad to Brigden Road.
- Watford Rotary Club – Nauvoo Road (County Road 79) from the south limits of Watford to LaSalle Line.
- Ladyluck Riders Motorcycle Club – Mandaumin Road (County Road 26) from London Line to Lakeshore Road.
- Dupont Retirees – London Line (County Road 22) from Waterworks Road to Fairweather Road.

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

Item #11-13-03 dated October 22, 2003 from York Region in regards to the Asian Longhorned Beetle (ALHB). A report has been provided with the correspondence outlining the significant risk to urban and other forests arising from the infestation of the ALHB. This report has been forwarded to all Ontario municipalities with populations over 50,000, MPs and MPPs, AMO and FCM (Federation of Canadian Municipalities). Initiatives to raise the overall awareness and help ensure that both Federal and Provincial agencies dedicate the necessary resources and take appropriate action are critical at this time.

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

Recommendation

That the County of Lambton support the efforts of York Region (Item #11-13-03) in requesting Federal and Provincial Ministers and Agencies to deal effectively with the Asian Longhorned Beetle infestation in order to control its further destruction of urban forests and forest ecosystems in Ontario.

2. Road Widening and Dedications

As per conditions of approval for consents granted:

A road widening (20') on County Road #4 (Petrolia Line) on Lot 9, Concession 10 in the former Township of Brooke, County of Lambton was deeded but never dedicated as a public highway.

Recommendation

That the Warden and Clerk be authorized to dedicate and register the following Transfer/Deed and that the appropriate By-law be presented to County Council for its consideration:

- 20' widening along Lot 9, Concession 10, in the former Township of Brooke, County of Lambton conveyed as per Instrument #115624.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

November 19, 2003

PLANNING & DEVELOPMENT and BUILDING SERVICES

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

1. Motion #4, Proposed Woodlands Conservation By-law, October 15, 2003.

Dedecker/Bilton: That the Woodlands Conservation Bylaw, as presented, be passed by County Council; and further, That the County canvass its local Municipalities to determine their interest in the County enforcing the provisions of the By-Law on their behalf; and further, That if local Municipalities are interested, the County is willing to do so as per the provisions of Section 135(10) of the Municipal Act.

The Woodlands Conservation Bylaw was passed by County Council on November 5, 2003. The County Bylaw applies to Woodlots greater than 2 hectares in size. As discussed, the County should canvass local municipalities to determine their interest in authorizing the County to look after those woodlots less than 2 hectares in size. Prior to the new Municipal Act coming into force, the old County Woodlands Conservation Bylaw addressed all woodlots. It makes sense for the County to continue this service at no charge to local municipalities. A letter, along with a sample up-delegating bylaw, will be sent to canvass the interest of local municipalities in having the County enforce the provisions of the by-law on their behalf.

2. Central Emergency Reporting Bureau (CERB) – Requests for Proposals

Kowalyszyn/Case: That the award of the 9-1-1 Primary Public Safety Answering Position (more commonly called Central Emergency Reporting Bureau) be tabled until the November 26, 2003 meeting of County Council, pending further information from local emergency organizations; and further That staff negotiate a month-to-month extension of the existing service with Sarnia Police Services effective January 1, 2004 until such time as a further report can be made to Committee and Council.

I expect that I will be able to update the committee on November 19 as to the progress on the above issue with a further report and recommendation for the November 26 County Council meeting.

PART B **Monthly Activities**

1. Accounts

Totals for the month of October:

Planning & Development	\$ 1,236.91
Emergency Services	0
Building Services	\$5,298.34

A listing of accounts will be available at the meeting.

2. Accounts Verification

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|--|-----|
| 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

A final draft, including mapping, was presented to Enniskillen Council the second week in October. No significant changes were required and a public meeting will be held after the municipal elections.

Village of Point Edward Official Plan and Zoning By-law

Monthly planning meetings are continuing with Point Edward Council to prepare a new official plan and zoning by-law. The last scheduled meeting was postponed by Village Council and the next meeting will be held in November to continue the review process.

Town of Plympton-Wyoming Comprehensive Zoning By-law

Council has given instructions for a final draft. On November 13th there will be a meeting of staff, council and lakeshore residents to discuss and explain the proposed Lakeshore Zoning Provisions.

PART B **Monthly Activities (continued)**

Council will then allow a week for further comments, which will be dealt with at their following meeting.

Village of Oil Springs Official Plan

A first draft has been completed and is ready for preliminary consultation with Council. Mapping and Minimum Distance Separation (MDS) issues need to be discussed and resolved to allow the Official Plan process to move forward.

Township of St. Clair Parking Study

Staff continues work on the second phase of the Parking Study. The second phase includes a community survey and public meeting. Preparations are being made for the community survey which should be mailed in the middle of January. Approximately 2 weeks after that, the municipality will hold a Public Meeting.

b) Canadian Urban Institute Seminar – Brownfields

The Canadian Urban Institute and the City of Kitchener hosted the fourth annual conference on the topic of Brownfields. The conference purpose was to seek and to learn about innovations in professional practice, share ideas and get updated on legislation across the country.

Senior Planner Barry Uitvlugt and Planner Ezio Nadalin attended the conference. Attached is a report from that conference for the committee's information.

c) New Senior Planner Position

An advertisement for the new Senior Planner position has been placed in the London Free Press as well as on the Ontario Provincial Planners Institute website. Interviews took place the week of November 3.

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.

PART B **Monthly Activities (continued)**

Total Exits (Children) in October

Age Group	Age	# of Children October 31, 2002	# of Children October 31, 2003
Infant	0 – 17 months	2	9
Toddler	18 – 31 months	15	10
Preschool	32 months – 5 yr.	16	27
Kindergarten	5 – 6 years	4	4
School Age	6 – 9 years	9	10
Other	Over 9 years	3	6
TOTAL		49	66

b) Social Services Department – Statistical Report

The attached Ontario Works statistical report is for the month of October 2003. The decrease of 11 cases represents a decrease of 0.72% over the previous month. Year-to-date, the caseload has decreased by 0.78% with the average caseload at 101.5 cases per caseworker.

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	1,488	1,573
August	1,488	1,576
September	1,488	1,533
October	1,488	1,522
November	1,488	

c) Social Services Department – Community Placement Enhancement Funding

The County of Lambton received \$167,000.00 in Community Placement Enhancement Funding for exceeding 2001/2002 targets.

PART B **Monthly Activities (continued)**

Ministry of Community, Family and Children's Services guidelines stipulate that the funds are to be used for new human services that support working with the hard to serve, support community placement development and projects, and assist with meeting transportation needs or children's services. The funds are to be used within two years following the year in which they are earned, and may not be used for hard services, or applied to existing municipal reserve funds.

The following items were approved by Council as expenditures from the Community Placement Enhancement Funding during 2002.

- Lambton Heritage Museum - \$ 8,629.80

Purchase of materials used in Community Placements (CP) completing Chapel restoration, trail upgrades, gallery preparation, and exhibit construction for fall special events.

- Child Care - \$10,497.00

Health and safety items needed for Purchase of Service Agencies as identified by health inspectors or Ministry licensing consultants. 80% of the costs were covered by the Ministry. CP Enhancement Funding was utilized to cover the 20% municipal share.

The following items are submitted as proposed expenditures for the remaining \$147,873.20 balance in Community Placement Enhancement Funding. The proposals reflect a strategy that supports the priorities outlined in the approved *Ontario Works Service Plan 2003 – 2005*.

- Purchase/Lease Vehicle(s) - estimated cost to \$50,000.00

Transportation poses a significant barrier for participants. Community Placement opportunities are available in the County however, transportation must be provided to participants in order for them to become involved in the program. The County of Lambton (Social Services Department) currently owns a 2001 Chevrolet Express van that provides transportation for a maximum of 7 participants daily.

PART B **Monthly Activities (continued)**

Transportation is provided to placements located in Petrolia, Camlachie, Forest, Brigden and the Pinery area, resulting in annual revenue of up to \$63,000.00 to the County through increased service level funding. These placements are expected to continue through 2004, and have the potential to support increased participant numbers if transportation was made available.

In order to increase participation and associated revenue through increased service level funding it is proposed that \$50,000.00 be placed in the County reserves for the following:

1. The purchase or long term lease of a second vehicle in 2004, in order to double participation rates and associated service level revenue for the year.
2. The eventual replacement of the 2001 Chevrolet Express van, in accordance with current County of Lambton vehicle replacement practices. Prior to replacement, a decision will be made on the viability of continuing to operate two vehicles. Should a decision be reached that two vehicles are not required or cannot be supported through service level funding, the 2001 vehicle will be sold and the proceeds placed in reserves for the loan/lease payments associated with Item #1 above.

The decision whether to purchase or lease vehicles will be made based on a comparison of purchase/financing obligations versus lease cost obligations in accordance with the County Lease Financing Policy. Procurement will be based on County of Lambton purchasing policies.

- Community Placement Driver - estimated cost to \$40,000.00

Providing transportation to Community Placements (CP) removes one barrier for participants. However, providing placement opportunities for participants with multiple barriers requires additional supports beyond that which can be provided by volunteer agencies. The on-site supervision and coaching provided by the Community Placement Driver assists participants in developing communication, problem solving, and job retention skills that are needed to assist in the transition to paid employment.

It is proposed that a second Community Placement Driver be hired for a one year term to assist with transporting community placement volunteers to sites and provide on the job supervision and coaching. The position would be fully funded through CP Enhancement, until December 2004.

PART B **Monthly Activities (continued)**

- Hard to Employ Caseworker - estimated cost to \$50,000.00

As noted in the *Ontario Works Service Plan*, caseloads have declined in recent years. This has resulted in an increased proportion of Ontario Works participants requiring specialized and intensive case management services. These participants require assistance in developing individualized strategies that identify and remove multiple barriers and support a gradual transition to employment. In some cases, an individual's medical concerns preclude employment participation, but they lack the resources and supports to successfully apply for other income security programs including Ontario Disability Support Program assistance (ODSP) and Canada Pension Disability (CPPD).

It is proposed that a caseworker be hired for a one year term to manage a caseload of hard to employ participants. The caseworker will provide one-on-one intensive case management assistance to participants with multiple barriers designed to promote a transition to employment or to support an application for ODSP and CPPD. The position would be fully funded through CP Enhancement until December 2004.

- Specialized Workshops and Training - estimated cost to \$7,000.00

The *Ontario Works Service Plan* priorities include the development of enhanced employment programs designed to assist participants with multiple barriers. It is proposed that funds be made available for workshop design and delivery, and to assist in obtaining targeted training needed in the local labour force.

Target groups identified for workshop development include sole support parents, hard to employ, and employed individuals who require assistance to increase employment income and opportunities. Assistance from community agencies will be sought regarding design and possible delivery of workshop components. To date, a need for targeted training in the service and health sectors has been identified. Assistance is required for participants to attend non Ontario Student Assistance Program (OSAP) funded certification courses.

PART B **Monthly Activities (continued)**

d) Social Services Department - Child Care Audit

The Ministry of Community, Family and Children's Services conducted an Ontario Works - Child Care Fee Subsidy Review in June 2003. The purpose of the review was to measure the level of compliance by the County of Lambton, with the Ontario Child Care Fee Subsidy Management Guidelines. The focus of the review was to determine the level of accuracy in available income calculations and needs testing, and to ensure that adequate documentation is on file to support decisions.

The Program Review Report received September 12, 2003 indicated that there were no major concerns identified during the audit, and noted the following:

"The County of Lambton has adopted some good business practices and has demonstrated an excellent effort in the delivery of the child care program."

Seven recommendations were made by the Ministry, all of a minor nature. An Action Report has been completed and submitted to the Ministry outlining the steps that will be taken regarding those recommendations.

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) #11-16-03 Correspondence from Cochrane District Social Services Administration Board concerning pressing problems with social assistance funding and delivery models.

PART C Other Matters Requiring a Motion (continued)

Recommendation

That Council supports the Cochrane District Social Services Administration Board Resolution 03-120, and further, that Resolution 03-119 and Resolution 03-121 be noted and filed.

2. Social Assistance Rates 2003

Ms. Karen Mathewson, Community Legal Assistance Sarnia, spoke to Committee September 17, 2003 concerning social assistance rates. Committee subsequently provided direction that staff prepare a report, with recommendations for County Council, regarding social assistance rates in the County.

The attached report examines each of the three requests made by Ms. Matheson and concludes with the following recommendations for Committee's consideration.

Recommendations

1. That the Government of Ontario be petitioned to adjust the shelter allowance portion of Ontario Works and Ontario Disability Support Program social assistance rates to the average market rent of a region and restore the basic needs allowance for food, clothing, and basic necessities to the 1995 level.

2. That the Government of Ontario be petitioned to adjust social assistance rates in the future, by adjusting the shelter allowance portion of Ontario Works and Ontario Disability Support Program by the average market rent of a region annually and increasing the basic needs allowance of Ontario Works and Ontario Disability Support Program equal to the Consumer Price Index annually.

3. Ontario Works - Caseload Trends & Economic Indicators

The Ontario Works - Caseload Trends & Economic Indicators report is based on the examination of documented historical trends and current factors. By understanding the current caseload trends and economic indicators coupled with an assessment of historical trends under similar circumstances, one is able to draw conclusions as to what will occur in the future.

PART B **Monthly Activities (continued)**

The following factors, along with known historical trends were examined including caseload characteristics; local, provincial, & national economic trends; local population trends; and policy variables.

Recommendation

The 'Ontario Works - Caseload Trends & Economic Indicators Report' (October 2003) be accepted as presented.

SOCIAL & HEALTH SERVICES DIVISION
GENERAL MANAGER'S REPORT

November 19, 2003

COMMUNITY HEALTH SERVICES DEPARTMENT

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

1. No matters to report at this time.

PART B **Monthly Activities**

1. Accounts

A listing of accounts (\$118,925.23) will be available at the meeting.

2. Accounts Verification

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| 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) Environmental Health & Prevention Services

Communicable Disease /Outbreak Control

Although the West Nile Virus was identified across Lambton County with seven crows testing positive for the virus including 2 in Sarnia, 1 in Arkona, 1 in Corunna, 1 in Watford, 1 in Grand Bend and 1 in Kettle-Stoney Point, no mosquito pools tested positive and trapping of mosquitoes was discontinued at the end of October.

Lambton County continues to have no human cases of West Nile virus infection this season, and with the advent of cooler weather, the risk is diminishing. However, it is still possible on warm sunny days to encounter mosquitoes, and those that still survive may possibly be carrying West Nile.

PART B **Monthly Activities (continued)**

A full day infection control workshop was provided to 70 staff and administrators from local long term care facilities, and supporting health care agencies such as Lambton Hospitals Group. Dr. Mark Loeb, an infectious disease expert from Hamilton, and Dr. Chris Greensmith, highlighted issues related to respiratory infections and antibiotic resistance, outbreaks of influenza, Severe Acute Respiratory Syndrome (SARS) and scabies in long term care facilities. This very successful and informative day was funded in part by Ministry of Health and Long Term Care with monies targeted at prevention of antibiotic resistance.

Dr. Greensmith was a participant in a round table communicable disease meeting in Port Huron. This was an opportunity to share experiences and expertise across the border, with respect to SARS and West Nile Virus in particular, and to renew important public health contacts.

Vaccine Preventable Diseases

Influenza vaccination clinics have begun, both in the schools and in the community. During the first two weeks, more than 2000 Lambton County residents received flu vaccine in our community clinics. Preliminary results from the school flu clinics are also encouraging. A list of available community clinics appears on our website, and will be added to as additional clinics are confirmed. Media promotion of "Flu Shots" and community clinics has begun in community newspapers and Radio Sarnia-Lambton. Hopefully, Lambton County will once again be well-protected from influenza when it arrives this season.

The Ministry of Health and Long Term Care is now funding two additional vaccines for high risk patients. Hepatitis A vaccine is now available free of charge for individuals at high risk for liver disease. As well, Prevnar (conjugate pneumococcal vaccine) is also free of charge for children under the age of two years who have specific high risk medical conditions. A memo has been sent by the Acting Medical Officer of Health to all physicians regarding these two vaccines.

To increase their knowledge and make elementary school principals comfortable using an Epi-Pen (if a student were to have an allergic reaction) a public health nurse gave a presentation to 17 school principals. Food intolerance, food allergies and signs and symptoms of anaphylaxis were discussed.

PART B **Monthly Activities (continued)**

Rabies

Staff participated in a meeting with the Ministry of Natural Resources to update contingency plans for raccoon rabies. To date, the threat of raccoon rabies has been contained, with a very few cases isolated in eastern Ontario

Sexually Transmitted Diseases

Physician clinics continue to be very busy, and the number of drop-in clients seen by nursing staff is steadily growing. Lack of family physicians, and also a reluctance to discuss this sensitive issue with the family physician are two of the primary reasons for the popularity of this busy clinic.

Food Safety

To date, six on-line, 50 home study, and 140 in-class participants have successfully completed the Food Handlers Course bringing this year's total of certified food handlers to 196.

Water Quality

Four staff members attended a water quality meeting in London, Ontario where representatives from the Ministry of the Environment and the Ministry of Health and Long Term Care outlined the *Safe Drinking Water Act and Regulation 170*. Topics included submission of drinking water samples to the Ministry of Health Lab, reporting of adverse drinking water samples, and the issuance of boil water advisories.

Due to staffing issues, the drinking water information session planned for November 2003 with the Ministry of Environment and Community Health Services Department has been postponed until spring 2004.

Tobacco Control

Twenty-three smoking notices were sent out this period. One ticket will be issued to a 16 year old student for smoking on school property.

A Public Health Inspector attended a conference on reducing youth access to tobacco, in Aylmer, Quebec. This course was funded 100% by Health Canada.

PART B **Monthly Activities (continued)**

Sexual Health

During the month of October, the Sexual Health/Family Planning Clinics have been very busy.

Public Health Nurses conducted an in-house orientation on sexually transmitted infections for staff involved with the Family Life Program in Lambton County schools.

b) Health Promotion & Program Support

Heart Health

Phase II planning for Heart Health continues. The coalition is expanding its scope to include a broader view of chronic disease prevention and will be transitioning to a new identity based on the theme *Taking Action for Healthy Living*. This strategy will incorporate cancer prevention and type 2 diabetes prevention into the coalition and develop programs and messages targeting the risk factors that overlap the chronic disease epidemic which are tobacco use, nutrition, and physical activity. A strategic planning session for coalition members was held on November 4.

Nutrition

The Lambton Diabetes Prevention Project offered a program called Healthy Choices...Taking Charge of Your Lifestyle. Sessions included type 2 Diabetes Prevention, Lifestyle Assessment, Physical Activity Planning, Healthy Eating, Work/Life Balance, Grocery Store Tour, Fitness Facility Tour and Stress and Self-Esteem. Participants were able to make small changes in their life that resulted in significant results. A presentation about Balanced Eating for School Aged Children was given at the Our Children, Our Youth, Our Future Conference and a presentation about cholesterol was given to twenty-five older adults as part of the Seniors Nutrition Workshop.

Injury Prevention

The observed driver use of seat belt rate for the annual *Seat Belt Challenge* was 85% for all communities in Lambton.

PART B **Monthly Activities (continued)**

The Aggressive Driving Kills Campaign and Operation Slow Down continued throughout the month of October. A Car Seat Clinic was held at Park Lane Chevrolet and thirty-two car seats were checked.

Physical Activity

Two new sections of the Bluewater Trail have been completed. They are located at Centennial Park and Canatara Park. The new route for the Trans Canada Trail has been approved and will have three links with the Lambton County Regional Trail near the Chatham-Kent border.

Smoke Free Lambton

A certificate was presented to East Side Mario's for becoming a smoke-free restaurant.

Substance Abuse Prevention

A *Smart Serve* training session was given to ten participants from the Port Franks Seniors Association. Six secondary schools organized National Students against Impaired Driving events with 75% of students participating. Work continues with municipalities on Municipal Alcohol Policy in partnership with the Alcohol and Gaming Commission. The Town of Petrolia and Warwick Township have developed and passed Municipal Alcohol policies and The Village of Point Edward is in the final stages of the policy development process. Other municipalities have expressed interest and begun the policy development process.

Worksites and Schools

The first annual Student Wellness Week was held with seventeen schools and over 6,000 students and teachers participating in weekly activities. This was a very successful initiative.

The Healthy Workplace Awards ceremony was recently held at Lambton College. The large business Gold Prize was awarded to Dow Chemical. Lambton College received the Silver Award and Nova Chemicals received the Bronze Award.

PART B **Monthly Activities (continued)**

Bronze Awards for the small business category were given to Ethyl, Grogan Ford and the Holiday Inn. An honorable mention was given to the Employment Resource Centre, located in the Lambton Shared Services Centre.

County of Lambton - Healthy Workplace Committee

The committee has adopted the name “Road to Wellness...a lifelong journey,” and is currently working on a needs assessment survey.

Early Child Development Projects

Under the preventing family abuse initiative, Marion Boyd (former Provincial Cabinet Minister) will make a presentation to local health and social services professionals, on Preventing Family Abuse using the Routine Universal Comprehensive Screening protocol.

Facility - update

Capital building projects including exterior window sealing and skylight repairs are in the process of being completed. Repairs and preventative maintenance have been completed on the heating/cooling system, in preparation for the coming winter.

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) #11-12-03 Correspondence from the Town of LaSalle urging the new Liberal Government to begin debate and eventual implementation of no smoking within all retail/business/entertainment establishments throughout the Province.

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

Recommendation

That the County of Lambton support the Town of LaSalle in urging the new Ontario Government to begin debate and eventual implementation of no smoking within all retail/business/entertainment establishments throughout the Province.

2. Communicable Disease Funding

Infectious diseases continue to be a burden around the world causing illness, disability, and death. Illnesses such as West Nile encephalitis, Hantavirus pulmonary syndrome and Severe Acute Respiratory Syndrome (SARS) have emerged and have killed hundreds in North America. Known diseases that were thought to be eradicated such as measles, pertussis and malaria still reappear. Gains made against AIDS and sexually transmitted diseases have recently slowed or reversed in certain populations.

Compounding the danger of these diseases are the following trends: The increase in antibiotic resistance; the country's diminished capacity to recognize and respond to microbial threats- particularly those originating elsewhere; and the intentional use of biological agents to do harm.

In a recent article titled: "*Health Promotion falls through the cracks while MOH's are busy putting out fires*" was very insightful, particularly as it pertains to the Environmental Health & Prevention Services Team. Since March, the Community Health Services Department (CHSD) staff have been going from one crisis situation to another, hoping that it would be only one crisis at a time. With no surge capacity, the management staff took the full brunt of reacting to SARS prevention, West Nile virus plan implementation, the vinyl chloride spill, and air quality releases. Daily Ministry teleconferences took place on Saturdays and Sundays as well as weekdays. New directives arrived daily. The potential for error increases when staff is stretched to such an extent. Supervisors, who out of necessity are actively involved in daily activities, did not have the time to monitor and supervise staff to ensure that non-crisis activities are being carried out as planned.

The Ministry of Health and Long Term Care has acknowledged the need to strengthen public health's ability to track infectious diseases and respond to the threats they pose.

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

The initial 100% grant of \$28,855.00 is a beginning to increase staff in the communicable disease area. CHSD has been notified of an initial grant of \$28,500.00 for an additional 1.5 full time equivalent (FTE) positions in order to increase the department's ability to monitor and control infectious diseases. This 100% funding would enhance the Community Health Services Department's ability to deal with "surges" in activity related to outbreaks of diseases.

Also, it should be noted that 180 FTE's were allocated to the health units in the province based on hospital beds within each region. Halton (and the 905 GTA) is under-bedded and therefore received only 3.5 FTE's. Halton would have received 6 FTE if the allocation was based on population.

As previously reported, the Ministry has verbally clarified that this amount is for a three month period only. Additionally, the Ministry has stated that another three months is likely but there are no guarantees after that. It is anticipated that this program will be 50/50 cost-shared after this six month period. The dilemma, therefore, is that although the Ministry has approved hiring 1.5 FTE's, they have only provided funding for three months with no written guarantee after that time.

Committee has recommended to County Council October 15, 2003:

"That the General Manager write to the Ministry of Health & Long-Term Care indicating that this 100% funding grant should be given to the County for a minimum time period of three years and that the FTE allocation for Lambton County should be based on population and not on the number of hospital beds within the region."

In order to meet the Ministry's objectives to monitor and control infectious diseases, enhance "surge capacity," and acknowledge the short-term nature of the approval the following plan is submitted for Committee consideration.

Establish a team, for a limited time period, comprised of 1.5 FTE's. This would be accomplished by reassigning current public health nurses. The ideal candidates for these positions would possess knowledge and experience related to SARS, West Nile Virus and Influenza. Additionally, the ideal candidate(s) would already have an established relationship with the hospitals and long term care facilities that would expedite the increased liaison.

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

The advantage of this plan includes the following:

1. The training of existing staff and recruitment of temporary backfill staff would result in potentially five public health staff who would be trained and provide surge capacity if the County were to have an out break during the high risk period for respiratory infections – November – January;
2. A knowledgeable experienced public health nurse would be leading the team;
3. An integrated team would be trained to work in both immunization and communicable diseases;
4. If 100% funding did not continue, the temporary positions would automatically terminate;
5. If the funding became permanent, the permanent positions could be posted and the Department would be able to hire public health nurses already oriented to the positions.

Recommendation

That staff proceed with the establishment of a time limited, specialized team of public health staff (1.5 FTE's), funded 100% by the Province of Ontario to review the current Community Health Services Department emergency response plan with the objective of developing an emergency response plan that combines the present plans for the County of Lambton Community Health Services Department, and the Community Pandemic Planning Committee. Included in this plan would be the lessons learned by the York Regional Health Department in investigating SARS, imposing quarantines and running a Public Health SARS Assessment Centre.

3. **100% Smoke Free Lambton - Public Consultation Report and Proposed By-law**

Please find attached the 100% Smoke Free Lambton Public Consultation Report and Proposed By-law. The public consultation undertaken at Council's direction was extensive and comprehensive. The Lambton residents had a variety of opportunities to participate in this important public health debate. The scope and results of the consultation are contained in the attached report.

The Public Consultation Report should be read in conjunction with the 100% Smoke-Free Lambton Technical Report, July 2004. Together the two reports informed the development of the recommended by-law.

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

At its October meeting County Council gave consideration to an approval process for the proposed by-law. Council gave consideration to a process that would have seen “approval in principle” November 26, 2003, consideration by lower-tier municipalities with a response by January 31, 2004, followed by a special meeting of County Council early 2004 at which time Council would hear delegations and a final decision would be made.

Section 115 of the Municipal Act outlines the legislative authority for a municipality to prohibit or regulate the smoking of tobacco in public places and workplaces, and the process to do so. In the case of an upper-tier municipality, the Municipal Act requires that the upper-tier municipality first pass the bylaw before it is considered by lower-tier municipalities. To guarantee that the 11 lower-tier municipalities are familiar with the exact terms of the by-law the upper-tier must first pass the by-law.

Having regard for the Municipal Act and the extensive public consultation undertaken, Council may wish to proceed with consideration of the by-law November 26, 2003 and if passed, forward the by-law to the lower tier municipalities for consideration and response by January 31, 2004. Should Committee select this timeline, staff would undertake to inform those wishing to make a presentation that they may do so at Council’s November 26, 2003 meeting.

Recommendation

That the County of Lambton adopt the attached by-law “A By-Law to Regulate Smoking in Public Places and Workplaces in the County of Lambton”, and further,

That the attached by-law “A By-Law to Regulate Smoking in Public Places and Workplaces in the County of Lambton” be forwarded to lower tier municipalities in Lambton County for consideration and response by January 31, 2004.

MINUTES
COMMUNITY SERVICES/
INFORMATION TECHNOLOGY COMMITTEE

November 19, 2003

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

Present: Vice-Chair D. McGugan, Warden Todd Case. Members: 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. R. Wilkes, Corporate Manager, Information Technology Services; Ms. C. Thayer, General Manager, Community Services and Mr. R. G. Van Horne, C.A.O.
Absent: C. Ivey and A. Khan.

LIBRARIES

Part B, Item 4- General Manager's Report

- (A) **#1:** 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 – Library and Lambton Room Donations

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

Part C, Item 3 – Signing Authorization Listings – Libraries

- (P) **#3:** Case/Petryschuk: 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.

MUSEUMS

Part B, Item 4- General Manager's Report

- (A) **#4:** Clarke/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 2 – Collections Management

- (A) **#5:** Brown/Murray: That the donations be gratefully accepted and that thank you letters be sent
(F) in accordance with the County's Recognition Policy. Carried.

GALLERY LAMBTON

Part B, Item 4 – General Manager’s Report

- (A) #6: O’Hara/Clarke: 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 11-17-03

- (A) #7: Petryschuk/Murray: That correspondence 11-17-03 be received and filed. Carried.

Part C, Item 1 b) – Correspondence 11-18-03

- (A) #8: Petryschuk/Pole: That Mr. Fletcher’s letter of resignation be accepted and that he be
thanked for his service and that the Gallery Lambton Advisory Committee be instructed to
advertise for a replacement. Carried.

EMERGENCY MEDICAL SERVICES

In-Camera

- #9: O’Hara/Pole: That the Vice-Chair declare the Committee go in-camera to discuss a matter
concerning labour relations and employee negotiations. Carried.

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated November
26, 2003.)

Open Meeting

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

HOUSING SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #10: O’Hara/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 – Capital Project H016 – Consultant Services for Balcony Repair and Restoration

- (A) #11: Case/Syer: That the quotation be approved in the amount of \$11,452.00 plus GST and the
(F) additional funding required be funded through the surplus from job H002, Interior Door
Replacement. This project came in \$2,700.00 under budget (Budget: \$36,000.00; Actual:
\$33,300). Carried.

Part C, Item 2 – Policies and Procedures – Rent Calculation – RGI Assistance (Index No. 1.11)
and Compliance Audits (Index No. 1.12)

- (P) #12: O’Hara/Pole: That Policy No. 1.11 Rent Calculation – RGI Assistance and Policy No. 1.12
be approved as presented. Carried.

SENIOR SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #13: Brown/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

- (A) #14: O’Hara/Brown: That the donations be gratefully accepted and that thank you letters be sent
(F) in accordance with the County’s Recognition Policy. Carried.

EMERGENCY MEDICAL SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #15: Case/Syer: 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 11-15-03

- (A) #16: Pole/Syer: That Lambton Emergency Medical Services submit a business case to the
Ministry for funding for AVL/GPS systems in conjunction with budget preparation for 2004.
Carried.

INFORMATION TECHNOLOGY

Part B, Item 4 – Corporate Manager’s Report

- (A) #17: Brown/Pole: That the Corporate Manager’s Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Adjournment

The Chair declared the meeting adjourned sine die.

Time: 1:50 p.m.

Don McGugan
Vice-Chair

Ronald G. Van Horne
Secretary

PART B **Monthly Activities (continued)**

- e) Watford Carnegie Library is celebrating its 90th anniversary on Friday, November 21, 2003 with an open house from 2:00 – 6:00 p.m.

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. Donations

Library Donations

- \$100 from Jean Pollock, Grand Bend, for use at Grand Bend Library.
- \$20 from Janey Beatson, Victor, B.C., for reference materials.
- \$25 from Robert Ellsmore, Point Edward, for reference materials.
- \$20 in honour of Verna Stewart, for the purchase of materials on the history of Ireland.
- \$40 from E. Corinne Courtney, Sarnia for adult books.
- \$100 from the Order of the Eastern Star, Chapter No. 2, Sombra for large print books in Sombra.
- \$1173.13 from Watford Carnegie Library Committee for books and videos for the Watford Library.
- \$915 in memorial donations in memory of Graham Leckie for the purchase of talking books.
- \$35 in memory of Gladys Rose for the purchase of Large Print nonfiction books.
- 1 year subscription to *Canadian Geographic* for Grand Bend from Helenjeane Galpin, Grand bend.
- \$25 from Alvinston Branch's donation box.
- \$101.50 from Grand Bend Branch's donation box.
- \$39.57 from Point Edward Branch's donation box.
- \$16.94 from Sarnia Branch's donation box.

PART B **Monthly Activities (continued)**

- \$29.70 from Thedford Branch's donation box.
- \$80.70 from Wyoming Branch's donation box.
- \$57.73 from the Lambton Room's donation box.

Sale of Used Books: \$1705.75

Lambton Room Donations

- Tunnel Tales: The St. Clair Tunnel 1891-1991, The New St. Clair River Tunnel Presented by N.E. Sutherland, P. Eng., CLS, OLS at the 104th Annual Meeting of the Association of Ontario Land Surveyors on February 22, 1996, The St. Clair Tunnel Story by Marty Raaymakers, donated by Norman E. Sutherland, Petrolia, Ontario.
- Bethel Cemetery, Warwick Township, donated by Jack Rogers, Watford, Ontario.
- \$25 from the Genealogical Society, Lambton County Branch for the Lambton Room.
- \$33.19 from Suzanne Thomas, Walled Lake, MI, for use in the Lambton Room.

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.

Additional Items Attached for Information Purposes Only

Adult Programs Calendar November 2003

Children's Programs Calendar November 2003

PART B **Monthly Activities (continued)**

Haunted Halloween Tours

900 participants came out to be spooked in the dark of our outbuildings this year.

Brigden Fair Parade Float

An entry was built and put in the parade on behalf of the Museum by the Directors of the Oil Museum of Canada Foundation.

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. Collections Management:

Lambton Heritage Museum

Artifacts Recommended for Acceptance:

- Desk lamp in art deco brass; Dick Rose, Sarnia.
- 1935 toaster, coffee brew pot; Sydney Root, London.
- Arkona Giants Baseball Champions, 1910 postcard; Helen Kerr, Pickering.
- Ironstone plates from Becher; Jean Lye, Sudbury.
- Homemade baseball ball & bat, 1973 IPM program, Inwood Co-op envelopes; breast pump; Vera Miner, RR1 Petrolia.
- 1882 United Empire shipmodel by Dave Finley, Sarnia.

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

Artifacts Recommended for Refusal:

- 6 paintings of fruit, flowers, river and woods by Wm. Holmes of Arkona (currently have two). Refer to Gallery Lambton.

Artifacts Recommended for Disposal:

- walnut table, re-stained, warped, no history, and now duplicate. W976.2105.
- 1920's Victrola, with 2 mouldings missing. E97.4094.
- 1890's oval dining table, warped top, rebuilt and redundant.
- 1930's console radio, 977.4700.

Oil Museum of Canada

Artifacts Recommended for Acceptance:

- Book "Lambton County....a collection of Drawings", two personal account books from JH Fairbank, postcards of Oakdale Picnic, Sherman House, Oil Springs booklet 'The Story of the Oil Industry', and County of Lambton commemorative book, 1909 Lambton Biographical Record; Alice Miller, Petrolia.
- 1916 Lodge Certificate of Harry Robertson, Oil Springs, photo of 70th Battalion, Oil Springs Continuation School; James Graham, Oil Springs.
- 1958 Centennial of Oil First Day Covers; Julian Goldberg, Toronto.

Recommendation

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

PART B **Monthly Activities (continued)**

The two children's art classes commencing November 8, 2003 have five and four of 15 possible registrants. Classes beginning November 27, 2003 have eight children registered in one class and seven in the other.

c) Current Exhibitions

Lyn Westfall: The Requiem Series, October 18 to November 22, 2003 (Main Gallery). This exhibition by Caledon artist Lyn Westfall, formerly of Sarnia and Point Edward, is a series of abstract paintings and collages that is based on the Requiem Mass by French composer Gabriel Fauré. On October 18th, the artist presented a walking tour followed by a performance of Fauré's music performed by Sarnia's Clarion Symphony and Chorus under the direction of Henry Janzen. Over 150 people attended this event.

Dreaming Higher, a traveling art education exhibition and program organized by Gallery Lambton and guided by David Moore, a local artist and educator, is now underway in the County. The kite project will see a variety of groups from Lambton County painting images of land water and sky on masonite boards. When the project is completed the kites will be displayed in municipal buildings throughout the county, at Gallery Lambton, and at participating locations. One of the completed kites will be displayed in Council Chambers on November 26, 2003. Funding for Dreaming Higher was made available through the Ontario Arts Council.

d) Upcoming Exhibitions

Lynn Worte: Earth Heart, November 29, 2003 to January 3, 2004 (Main Gallery). Earth Heart is the thesis exhibition of former Sarnia resident Lynn Worte who has just completed her Masters of Fine Art at the University of Calgary. Worte was a student in the Art Fundamentals Program at Lambton College before taking her BFA at the University of Windsor. Following her graduation, she became a sessional art instructor at Lambton College (1996-2001). The opening reception for Lynn Worte: Earth Heart, will be held Saturday, November 29, 2003 at 3:00 p.m.

Connections: The Student Curated Exhibition, Sadie A. Knowles Gallery, November 22, 2003 to January 3, 2004. Using works of art from the Gallery's permanent art collection, the secondary school art students will curate an exhibition as a learning exercise from initial concept to exhibiting the work.

PART B **Monthly Activities (continued)**

The students will discover how an exhibition is produced, installed, and promoted while developing an appreciation for the permanent collection. The opening reception for Connections: The Student Curated Exhibition will be held on Saturday, November 22, 2003 at 3:00 p.m.

e) Loans from the Permanent Collection

Tom Thomson's *Chill November* is on the last leg of its national tour, organized and circulated by the National Gallery of Canada. It will be at Winnipeg Art Gallery from September 29 to December 7, 2003.

Edwin Holgate's *The Lumberjack* has been lent to the Edmonton Art Gallery for a national tour of its exhibition, *Soundtracks*, June 2003 to May 2004.

Lawren Harris' *Winter Evening* is being circulated nationally in the exhibition, *The Other Landscape* by the Edmonton Art Gallery, 2003-05.

Joanne Tod's *Identification/Defacement*, 1983 has been requested by the McMichael Canadian Art Collection for an exhibition of portraiture from February 28 to June 13, 2004.

f) Statistics

g) Gallery Lambton Advisory Committee Minutes

Minutes of the October 6, 2003 meeting.

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 #11-17-03, Ontario Arts Council, informing the Gallery that their request for a \$20,000 operating grant for 2004 has been denied, however a project grant of \$8,000 has been awarded to assist with two exhibitions in 2004.

The Ontario Arts Council has only been granting exhibition grants to Gallery Lambton for the past two years. In discussions with the Arts Council it is clear that before they will award a larger operating grant they want to see that the Gallery has a strategic plan with a clear set of goals and objectives. The completion of the current strategic plan should aid in obtaining grants in the future.

Recommendation

That correspondence item a) be received and filed.

- b) Item #11-18-03, Tim Fletcher, resigning from the Gallery Lambton Advisory Committee due to scheduling conflicts.

Recommendation

That Mr. Fletcher's letter of resignation be accepted and that he be thanked for his service and that the Gallery Lambton Advisory Committee be instructed to advertise for a replacement.

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

The budget for this work was \$10,000. Two quotations were received. One was declared invalid as it was received after the closing date. The low valid quotation was from Gray and Fick of London in the amount of \$11,452.00 plus GST.

Recommendation

That the above quotation be approved in the amount of \$11,452.00 plus GST and the additional funding required be funded through the surplus from job H002, Interior Door Replacement. This project came in \$2,700 under budget. (budget \$36,000; actual \$33,300).

2. **Policies and Procedures**

a) Rent Calculation – RGI Assistance - Index No. 1.11

The Rent Calculation Policy is based on Ontario Regulation 298/01 and outlines procedures for the calculation of rent-geared-to income.

b) Compliance Audits – Index No. 1.12

The Compliance Audit Policy outlines the procedures for completion of Compliance Audits of Non-Profit Housing Providers administered by the Housing Services Department.

Recommendation

That Policies 1.11 and 1.12 be approved as presented.

PART B **Monthly Activities (continued)**

d) Staffing at the New MGM

The move to the new facility has provided an opportunity to re-evaluate staffing requirements for MGM. The new facility contains four resident Home areas, compared to the current three and therefore the allocation of staff has been adjusted to ensure appropriate coverage at all times.

The following changes have been made while maintaining the overall staff complement:

- One day nurse position has been eliminated and the hours reallocated to coverage in the fourth resident home area.
- One full time Health Care Aide position has been created, using existing part time hours.
- One full time Housekeeping Aide position has been created, using existing part time hours.
- One full time maintenance position has been eliminated and two part time positions created.

These changes will be implemented once the move has been completed.

e) Residents & Family Christmas Dinners

Lambton Meadowview Villa	Dec 18, 2003 at 12:00 and 5:00 p.m.
Marshall Gowland Manor	Dec 16, 2003 at 5:00 p.m.
North Lambton Rest Home	Dec 14, 2003 at 5:00 p.m.

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.

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

2. Donations

The following memorial donations have been received:

Lambton Meadowview Villa - donations totaling \$1350.00

North Lambton Rest Home - donations totaling \$1875.00

Recommendation

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

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 # 11-15-03 from the Ministry of Health and Long Term Care re: Automated Vehicle Locator/Global Positioning System (AVL/GPS). The Ministry is now reviewing its stance on the use and installation of AVL/GPS for both the CACC and service providers. Municipalities who are interested in pursuing this initiative are requested to submit a business case for possible funding consideration.

Lambton will be hosting a demonstration of GPS/AVL vendors on November 14, 2003 for a number of southwest municipalities (7).

Recommendation

That Lambton EMS submit a business case to the Ministry for funding for AVL/GPS systems in conjunction with budget preparation for 2004.

INFORMATION TECHNOLOGY
CORPORATE MANAGER'S REPORT

November 19, 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 October

\$90,155.88

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 items purchased in accordance with County Policy? | Yes |

3. **Items of Committee Interest**

a) **Lambton Shared Services Centre (LSSC)**

Ontario Works and Information Technology staff successfully completed the External Network Access (ENA) of the Integrated Network. It has been signed off by the ministry and there have been no issues.

b) **Geo-Smart, BRAND, COBRA Fund Applications**

Review of the RFPs for providing high speed internet access in non-serviced areas of Lambton County has been completed. After reviewing the proposals, it was determined that none of the bids received was suitable for recommendation. Please see attached note **Broadband for Rural and Northern Development (BRAND) Report**.

It is important to note that the same information may be used to prepare a submission to the Connect Ontario Broadband Rural Access (COBRA) Program as well as other funding programs anticipated in the near future.

PART B **Monthly Activities (continued)**

The contracts for the Geo-Smart program have been received and are being reviewed by the County.

The ESRI (GPS) contracts have been signed and project plans approved. IT is moving ahead as per the project schedule. The physical Ortho-photography has been received and we should be receiving the digital pictures during the week of November 10th.

c) Senior Services

The upgrading of the resident management software is progressing well. The pre-authorized payment module will be ready to go once the banking information setup is completed. By the end of the week of November 10, only the training should be left.

IT is also working closely with Senior Services and Marshall Gowland Manor staff on the move to the new Marshall Gowland Manor facility at the end of November. The Wide Area Network connection will be up and running by Nov. 10 and IT staff will be relocating the equipment for the Marshall Gowland Manor staff by November 21 at the latest. It staff are working to ensure there is minimal disruption to Marshall Gowland Manor staff during the cutover.

d) Miscellaneous Items

There have been some progress delays on the County's Intranet Site (for internal County staff access only) due mostly to waiting for the new Corporate IT Manager. Since his arrival, the Web development team members in association with MIAD Systems have ramped up again and are looking to go live with the site by the end of the year. The basic site has been developed and is functional for testing purposes with content continuing to be added.

EAB was completed with a report being forwarded to Jim Kutuba for his consideration October 31.

The GPS project is going well. We will pass 100,000 features this week and are within 7% of completing 150,000 by the end of the new extension. We will have the priority roads complete and be working on the rural area of Sarnia, the other County roads, and the lake front developments before December.

PART B **Monthly Activities (continued)**

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**

None.