

MINUTES
INFRASTRUCTURE AND DEVELOPMENT/
SOCIAL AND HEALTH SERVICES COMMITTEE

September 15, 2004

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

Present: Chair Wm. Bilton, Warden Todd Case. Members: J. Dedecker, M. Bradley, J. Burns, P. Davidson, C. Ivey, D. Kirkland and J. Foubister. 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: None.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION

PUBLIC WORKS AND FACILITIES SERVICES

Part A, Item 1 – Motion #14 of the Infrastructure and Development/Social and Health Services Committee Minutes dated August 18, 2004 Regarding the Update on a Proposal to Collect and Utilize Methane Gas at the Sarnia Landfill Site

- (A) #1: Bradley/Case: That the County proceed with an application (Intent to Apply) to the Green
(F) Municipal Fund (GMF) for a feasibility study (\$30,000.00) that will review the quantity and quality of landfill gas available as well as the potential end uses of the landfill gas at the Sarnia Landfill; and further,

That staff move forward with the Conestoga-Rovers & Associate's proposal to assess landfill gas at the Sarnia Landfill when GMF funding of 50% has been approved and committed; and further,

That the County's share of the project (\$15,000.00) be funded from the Waste Management Reserve. Carried.

Part B, Item 4 – General Manager's Report

- (A) #2: Davidson/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 10-1-04

- (A) #3: Dedecker/Burns: That the Town of Richmond Hill's recommendation to the Minister of Transportation requesting amendments to the Highway Traffic Act and the Ontario Traffic Manual to include the use of yellow/green fluorescent school zone signs and to provide for the doubling of traffic violation fines within all posted school zones in Ontario, be supported. Carried.

Part C, Item 1 b) – Correspondence 10-7-04

- (A) #4: Foubister/Burns: That a 70 km/hr speed transition zone be established on Mandaumin Road (County Road #26) from Lakeshore Road (County Road #7) southerly for a distance of 500 metres; and further,

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

Part C, Item 2 – Memorandum dated September 2, 2004 Regarding the Bear Creek Bridge (04-03-246) Rehabilitation

- (A) #5: Kirkland/Foubister: That the submitted tender of Facca Incorporated not be accepted by the County; and further,

- (F)
(B) That the remaining funds from capital project C-RDS-140 be transferred into the Capital Reserve at yearend; and further,

That the project be presented as part of the 2005 Capital Program for consideration. Carried.

NEW BUSINESS

Memorandum dated September 14, 2004 Regarding Road Widening for Bridge Project – West Side of Mandaumin Road (County Road #26) North of Bentpath Line (County Road #2) – Realignment of Mandaumin Road and the Replacement of the Langstaff Bridge

- (A) #6: Dedecker/Ivey: 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) South ½ of Lot 30, Concession 12, St. Clair Township, shown as Parts 1 and 3 on Plan 25R-8851, County of Lambton (Instrument #30505). Carried.

Realignment of Plank Road (County Road #20), Kimball Road (County Road #31) and Churchill Road (County Road #14)

- (A) A written report will be brought back to the Committee next month regarding the possible realignment of the intersection of Plank Road (County Road #20), Kimball Road (County Road #31) and Churchill Road (County Road #14).

PLANNING AND DEVELOPMENT AND BUILDING SERVICES

Part A, Item 1 – Memorandum dated September 7, 2004 – Follow-up Concerning the Role of the County of Lambton in Emergency Planning

- (A) #7: Davidson/Foubister: That the services provided to local Municipalities by the County
(F) Emergency Management Coordinator to develop local emergency plans, be cost recovered as per County practice; and further,

That such cost-recovered services include only those items which are Municipality-specific rather than for County-wide coordinating/consistency purposes. Carried.

Part B, Item 4 – General Manager’s Report

- (A) #8: Ivey/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 1a) – Correspondence 10-10-04

The Committee was updated on the successful recruitment of a Senior Planner (start date: October 4, 2004), for assignment primarily to Lambton Shores. No action was taken on correspondence 10-10-04 as a result.

Part C, Item 2 – Lambton County Heritage Forest – Management Strategy

- (A) #9: Bradley/Foubister: That a Land Management Reserve be established for the ongoing
(F) management of County land holdings; and further,

That the Monsanto Lands Reserve be closed and the balance of funds (~\$25,169.20) be transferred to the Land Management Reserve. Carried.

This portion of the meeting adjourned.

Time: 9:40 a.m.

SOCIAL AND HEALTH SERVICES DIVISION

SOCIAL SERVICES DEPARTMENT

Part B, Item 4 – General Manager’s Report

- (A) #10: Ivey/Bradley: 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 10-8-04

#11: Dedecker/Case: That correspondence 10-8-04 be noted and filed. Carried.

Part C, Item 2 – Early Learning and Child Care Funding

- (A) #12: Case/Dedecker: That Council accept the Provincial 2004 – 2005 Early Learning and Child
(F) Care Funding of \$615,525.00 fiscal subsidy for the period of August 1 – March 31, 2005,
(B) including 100% Provincial one-time minor capital funding of \$170,600.00 and the annualized
impact of the increased funding be included in the 2005 County Budget submission for
consideration. Carried.

COMMUNITY HEALTH SERVICES DEPARTMENT

Part B, Item 4 – General Manager’s Report

- (A) #13: Ivey/Bradley: 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 10-9-04

- (A) #14: Dedecker/Kirkland: That correspondence 10-9-04 be noted and filed. Carried.

Part C, Item 2 – Smoke Free By-Law – Implementation Plan Update

- (A) #15: Ivey/Foubister: That the Smoke Free Lambton – Implementation Plan Update, be accepted
as presented. Carried.

Part C, Item 3 – Canadian National Immunization Conference

- (A) #16: Davidson/Burns: That the Committee approve the attendance of Joan Beaudet, Supervisor,
(F) Environmental Health & Prevention Services at the Canadian National Immunization
Conference, December 5 – 8, 2004 in Montreal, Quebec, at a cost of \$1,345.00 plus applicable
taxes. Carried.

Part C, Item 4 – Memorandum dated September 15, 2004 Regarding the Flu Season – 2004/2005
Activity Plan and Clinic Locations

- (A) #17: Burns/Kirkland: That the Flu Season 2004/2005 Activity Plan and Clinic locations report
be accepted as presented. Carried.

In-Camera

#18: Burns/Ivey: That the Chair declare the Committee go in-camera to discuss a personal matter about an identifiable individual, as well as a matter subject to solicitor/client privilege.

Carried.

#19: (Motion dealt with in the Lambton County Council (CLOSED SESSION) minutes dated October 6, 2004.)

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated October 6, 2004.)

Open Meeting

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

Adjournment

The Chair declared the meeting adjourned.

Time: 10:40 a.m.

William Bilton

Chair

Ronald G. Van Horne

Secretary

INFRASTRUCTURE & DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

September 15, 2004

PUBLIC WORKS & FACILITIES SERVICES

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

1. Motion #14, August 18, 2004 I&DS/H&S Committee: *Bradley/Foubister: That staff report back on the cost of assessing the amount of methane available at the Sarnia Landfill Site, as well as what, if any, available funding there is from senior levels of government for such proposals.*

Attached is a staff memo, as well as a proposal from Conestoga-Rovers & Associates (CRA). The proposal provides 3 options with increasing costs. I had suggested at last month's committee that the landfill is likely past its peak gas producing years but the option proposed would bring CRA's experience into play to assist the Committee with further decisions.

Recommendation

That the County proceed with an application (Intent To Apply) to the Green Municipal Fund (GMF) for a feasibility study (\$30,000) that will review the quantity and quality of landfill gas available as well as the potential end uses of the landfill gas at the Sarnia Landfill; and further

That staff move forward with the Conestoga-Rovers & Associate's proposal to assess landfill gas at the Sarnia Landfill when GMF funding of 50% has been approved and committed; and further

That the County's share of the project (\$15,000) be funded from the Waste Management Reserve.

PART B **Monthly Activities**

1. Accounts and Verification

Total for the month of August:

Roads	\$ 650,220.62
Waste Management	\$ 190,674.63
Facilities Services	\$ 19,678.94

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

PART B **Monthly Activities (continued)**

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

2. Revenue and Verification

Revenues received during the month August:	\$91,898.00
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Roads	\$49,794.00
Waste Management	\$41,591.00
Facilities Services	\$ 513.00

- | | | |
|------|--|----|
| i) | Were any receipts not included in the current year's budget? | No |
| ii) | Were any receipts significantly less than budgeted? | No |
| iii) | Were any receipts significantly more than budgeted? | No |

3. Items of Committee Interest

- a) Decision of the Court of Appeal for Ontario re: Minister of the Environment and Canadian Waste Services (Napane Landfill). The Court of Appeal upheld the Minister of the Environment's authority to approve "scoped" Terms of Reference for environmental assessments. This will have a direct impact on the Warwick landfill environmental assessment allowing it to proceed as per the existing approved Terms of Reference. The Applicants in the appeal court decision may try to challenge the decision at a higher court but I have not yet heard that they will.

4. General Manager's ReportRecommendation

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) 10-1-04 Letter dated August 20, 2004 from the Town of Richmond Hill seeking support of a resolution for changes to the Highway Traffic Act respecting yellow/green fluorescent school zone signs.

The County has supported similar motions in the past. Some municipalities including local municipalities are using the yellow/green fluorescent school zone signs now. The Province has been very slow to approve the change to the school zone sign standard. The Richmond Hill motion should be supported.

Recommendation

That the Town of Richmond Hill's recommendation to the Minister of Transportation requesting amendments to the Highway Traffic Act and the Ontario Traffic Manual to include the use of yellow/green fluorescent school zone signs and to provide for the doubling of traffic violation fines within all posted school zones in Ontario be supported.

- b) 10-7-04 A letter dated August 27, 2004 from Mr. Dick Hystead with respect to County Road #26 (Mandaumin Road) as it approaches C.R. #7 (Lakeshore Road). There have been more than a few discussions at Committee on this issue. Traffic at the intersection continues to grow as the area develops. The County assesses the traffic annually to determine the need (warrant) for a traffic signal. The next review is planned for late September and if signals are warranted they would be included in the 2005 capital budget. Typically, we implement speed transition zones (i.e. 90 – 70 – 50 kmph) where needed. At this point in time, C.R. #26 is posted at 90 kmph south of C.R. #7 and 50 kmph north of C.R. #7. Although this is appropriate with the present stop condition on C.R. #26, a 70 kmph transition zone will need to be implemented when traffic signals are installed. The signing strips would also be removed at that time. Although not required, it would be appropriate to implement a 500 metre 70 kmph speed zone on C.R. #26 south of C.R. #7 at this time. It would also partially address the resident's concerns while addressing a future issue.

Recommendation

That a 70 kmph speed transition zone be established on C.R. #26 (Mandaumin Road) from C. R. #7 (Lakeshore Road) southerly for a distance of 500m.; and further

That the appropriate by-law be presented to County Council for its approval.

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

2. Bear Creek Bridge (04-03-246) Rehabilitation

See attached staff report.

Recommendation

That the submitted tender of Facca Incorporated not be accepted by the County, and further;

That the remaining funds from capital project C-RDS-140 be transferred into the Capital Reserve at yearend, and further;

That the project be presented as part of the 2005 Capital Program for consideration.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

September 15, 2004

PLANNING & DEVELOPMENT and BUILDING SERVICES

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

1. In the June 16th minutes, staff was directed to prepare a report for consideration by the Committee regarding emergency planning at the County level. The report was submitted to Committee on August 18th and the attached staff report addresses the issues.

Recommendation

That the services provided to local municipalities by the County Emergency Management Coordinator to develop local emergency plans be cost recovered as per County practice; and further

That such cost-recovered services include only those items which are municipality-specific rather than for County-wide coordinating/consistency purposes.

PART B **Monthly Activities**

1. Accounts and Verification

Total for the month of August:	\$46,186.53
Planning & Development	\$ 6,510.69
Emergency Services	\$ 27,217.96
Building Services	\$ 12,457.88

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

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

2. Revenue and Verification

Revenues received during the month of August:	
Planning & Development	\$ 2,838.00
Emergency Services	\$ 0.00
Building Services	\$ 18,595.00

PART B **Monthly Activities (continued)**

The Planner's recommendation was to proceed with Master Plan 1, which provided for clearly signed, marked and curbed on-street parking, as well as a municipal parking lot, parallel parking along Hill Street (pursuant to an agreement with the County) and additional parking along some parts of Lyndock and Paget Streets. Parking recommendations also addressed parking for the disabled. The Committee moved to bring Master Plan 1 forward to Council for consideration. A Council meeting was held on Monday, August 16th, where Master Plan 1 was tabled. Council has requested that a Public Meeting be held on September 20th to garner public input, prior to Council making a decision.

b) Official Plan Amendment No. 13 to the City of Sarnia Official Plan

Official Plan Amendment No. 13 was adopted by City Council on August 16th by By-law 104 of 2004 and was received by the County of Lambton on August 26, 2004. The Official Plan Amendment was approved on September 2, 2004.

The purpose of this amendment is to permit the building of conventional single detached, one storey bungalows, or modular or pre-manufactured homes complete with attached garages for year round occupancy as part of a private residential community use on a portion of the property known as 5700 Blackwell Side Road by changing the land use designation of the subject lands from "Rural" to "Private Residential Community". The applicant wishes to add the subject lands to the existing development in order to be able to provide larger lots for many of the dwellings and also to provide additional open space area within the development.

A concurrent amendment to By-law 85 of 2002 has also been approved by City Council to change the "Rural 1 (RU1) Zone" to "Private Residential Community (PRC) Zone".

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) 10-10-04 Letter dated September 7, 2004 from the Municipality of Lambton Shores with respect to the Senior Planner position for that municipality. The letter follows up on a discussion that took place at last month's committee meeting. Lambton Shores has suggested that a planning consultant be hired. Obviously, this has some issues with respect to consistency and accountability both in the short and long term. We continue to work towards a solution and will bring the Committee up to date on the 15th.

2. Lambton County Heritage Forest – Management Strategy

See attached staff memo and, from the St. Clair Region Conservation Authority, a draft copy of Lambton County Forest Management Proposal.

Recommendation

That a Land Management Reserve be established for the ongoing management of County land holdings; and further

That the Monsanto Lands Reserve be closed and the balance of funds (~\$25,169.20) be transferred to the Land Management Reserve.

SOCIAL & HEALTH SERVICES DIVISION
GENERAL MANAGER'S REPORT

September 15, 2004

SOCIAL SERVICES DEPARTMENT

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

1. No matters to report at this time.

PART B **Monthly Activities**

1. Accounts and Verification

Total for the month of August \$1,750,102.54

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

**As noted in the September 1, 2004 second quarter variance report prepared by the Finance Department, monthly client benefit expenditures and monthly Provincial billings for the Ontario Disability Support Program continue to be greater than budgeted.*

2. Revenue and Verification

Revenues received during the month of August \$726,679.00

- i) Were any receipts not included in the current year's budget? No
- ii) Were any receipts significantly less than budgeted? *No
- iii) Were any receipts significantly more than budgeted? No

**As noted in the September 1, 2004 second quarter variance report prepared by the Finance Department, an employment assistance funding reduction is anticipated in 2004.*

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

Number of Children, by Age Groups

Age Group	Age	# of Children August 31, 2003	# of Children August 31, 2004
Infant	0 – 17 months	35	36
Toddler	18 – 31 months	97	71
Preschool	32 months – 5 yr.	277	222
Kindergarten	5 – 6 years	112	106
School Age	6 – 9 years	166	167
Other	Over 9 years	83	76
TOTAL		770	678

Total Exits (Children) in August

Age Group	Age	# of Children August 31, 2003	# of Children August 31, 2004
Infant	0 – 17 months	6	3
Toddler	18 – 31 months	23	0
Preschool	32 months – 5 yr.	45	12
Kindergarten	5 – 6 years	18	8
School Age	6 – 9 years	57	14
Other	Over 9 years	22	9
TOTAL		171	46

b) Ontario Works Assistance – Advanced Caseworker Training

The *Advanced Caseworker Training* initiative is on schedule and will be completed by December 2004. The Caseworker Tools and Motivating the Participant training modules concluded in September. A total of 42 caseworkers and management staff attended the three-day sessions which were held in Sarnia.

The training centered on understanding the impact of job loss, employment assessment, identification of participant skills and abilities, goal setting, marketing, and community relationships.

PART B **Monthly Activities (continued)**

The final two modules, Turning Problems into Collaboration and Negotiating the Difficult Participation Agreement commence in September and will be completed in December. A total of 45 caseworkers, management staff, and family support workers are scheduled to attend. The training will focus on discretionary decision making regarding participation requirements, utilization of collaborative problem solving methods, guiding participants through conflict, and addressing participant's performance issues.

c) Service Delivery Model

A Service Delivery Model Technology (SDMT) upgrade is scheduled for September 2004. The upgrade will focus on a computer utility that will enable the issuance of October and December lump sum payments for the 2004 social assistance rate increase. A series of ad hoc reports are expected after the utility is run in September as approximately 4,000 cases have been identified for review across the Province prior to the payments being issued. Staff will review the cases identified locally to ensure correct entitlement.

d) Social Services Department – Statistical Report

The attached Ontario Works statistical report is for the month of August 2004. The decrease of 4 cases represents a decrease of 0.24% over the previous month. Year-to-date, the caseload has increased by 10.09% with the average caseload at 112.7 cases per caseworker.

Month	Budget Estimate	Actual
December, 2001		1,770
December, 2002		1,534
December 2003	1,536	1,536
January 2004	1,536	1,577
February 2004	1,536	1,582
March 2004	1,536	1,640
April 2004	1,536	1,640
May 2004	1,536	1,672
June 2004	1,536	1,703
July 2004	1,536	1,695
August 2004	1,536	1,691

PART B **Monthly Activities (continued)**

e) Ontario Works – “Spouse in the House”

The Globe and Mail reported that the Ontario Government announced on September 1, 2004 that it will not be proceeding with the appeal to the Supreme Court of Canada on the definition of common law spouse.

In 2000, the Divisional Court found in the Falkiner case that the Family Benefit Act definition of spouse was unconstitutional because it did not permit a couple a three-year period of cohabitation before being considered spouses. In 2002, the Ontario Court of Appeal upheld the decision. However, the appeal court held that there was no requirement for a three-year period before couples could be considered spouses and that the social, familial and economic factors were the correct factors to consider in order to determine whether a relationship is spousal.

The Ontario Works definition of spouse was amended as a result of the 2002 Ontario Court of Appeal ruling, and there is currently a three-month period before couples could be considered spouses. The social, familial and economic factors are considered in determining whether a relationship is spousal.

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) 10-8-04 Toronto Star news article of September 3, 2004 concerning the “Spouse in the House” rule. The article touches on the 9 year legal battle between the former Conservative government and single mothers.

Recommendation

That correspondence 10-8-04 be noted and filed.

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

2. Early Learning and Child Care Funding

On March 13, 2003, Social Services Ministers from the provincial, territorial and federal governments released the Multilateral Framework on Early Learning and Child Care. This agreement provides the framework for releasing \$900 million in federal child care dollars over the next five years. This framework is intended to guide new investments in regulated early learning and child care programs for children under age six. The prime objective of the new agreement is to further promote early childhood development and support the participation of parents in employment or training by improving access to affordable, quality early learning and child care.

Details regarding the first year of funding of this initiative were released on January 7, 2004. The 2003/2004 federal child care funding for the County of Lambton was \$85,400.00. This funding was distributed to provide outreach services for children with special needs. This service was identified as a priority through the County's 2003 Community consultation process which reaffirmed the 2000 Child Care Service Plan. This funding was provided a 100% provincial funding.

The attached memorandum details Phase II and related Financial matters.

Recommendation

That Council accepts the Provincial 2004–2005 Early Learning and Child Care Funding of \$615,525.00 fiscal subsidy for the period of August 1 - March 31, 2005, including 100% provincial one-time minor capital funding of \$170,600.00 and the annualized impact of the increased funding be included in the 2005 County budget submission for consideration.

PART B **Monthly Activities (continued)**

Additionally, there is currently a national shortage of Pentacel and Quadracel, the combination vaccines for diphtheria, tetanus, pertussis, polio and haemophilus influenza B. As a strategy to minimize the impact of the vaccine shortage, the MoHLTC has requested that all health departments provide a weekly inventory of these vaccines. They suggest that priority for vaccine use be given to ensure that all children up to 6 years of age receive their primary series of 4 doses. As well, the MoHLTC recommends that the 4 to 6 year old (school entry) booster be deferred if the child has received the complete initial series. It is anticipated that this booster dose would be given once the supply returns to normal, likely to be November 2004. A letter has been sent to all physicians to notify them of this temporary shortage and to request their cooperation in deferring the 4 to 6 year booster.

Immunization staff are conducting annual inspections of all sites that receive provincially funded vaccines. Not only does this visit ensure that vaccines are being stored properly at appropriate temperatures in physicians' offices and other health care facilities, but also it is an opportunity to discuss current immunization issues with health care professionals. This year, the main topic for discussion is the three new provincially funded vaccines for chicken pox, meningitis and pneumococcal illnesses.

Safe Water

Three area beaches were posted in August. Signs were removed when satisfactory bacterial results were obtained.

Modifications to the Petrolia Water Treatment Plant will interrupt the delivery of fluoride to the Town of Petrolia, the Township of Enniskillen, and the Township of Dawn–Euphemia, for a proposed 2 month period beginning in early September. The Water Treatment Plant staff will inform residents using the media (radio and print).

Communicable Disease /Outbreak Control

There continues to be sporadic cases of food borne illness reported throughout Lambton, including one case each of campylobacter, salmonella, cryptosporidium and yersinia. All persons were interviewed to determine their water and milk suppliers, attendance at recent banquets, or travel outside the County and also to ensure that these individuals were not working as food handlers or health care workers until they had submitted two negative stool samples.

PART B **Monthly Activities (continued)**

Rabies

A 14 yr old in the Camlachie area was playing with a bat and was bitten. Subsequently, his uncle killed the bat and reported it to the Community Health Services Department. The bat was sent for testing and was found to be positive for rabies. Both the adolescent and his uncle received post-exposure rabies vaccine. This is the first bat in 2004 that has tested positive for rabies, compared to four in 2003.

Public health inspectors have investigated twenty-two reported incidents of animal bites.

West Nile Virus

The Public Health lab has performed 1,685 blood tests for West Nile virus (to August 25, 2004) from across the Province and has identified 3 probable cases – two in Windsor and one in Toronto.

Lambton has had 5 birds confirmed as positive indicating that the virus is active in the County. Forty mosquito traps were submitted to Pest Alto Inc. this month to have the mosquitoes counted, speciated, and tested for the virus. To date, all have been negative. No human cases have been reported for Lambton County. A memo from Dr. Greensmith has been sent to local physicians reminding them to be alert to the possibility of human cases in our community. Advertisements have been placed in local newspapers to advise residents that the virus is in the County and to take personal protective measures to protect themselves from West Nile infection.

Food Safety

Food vendors at the Highland Games, St. Roco Festival, and the Western Ontario Steam Thrashers Annual Show were inspected. Over 23 inspections were conducted during these events. Generally, conditions at the food booths were satisfactory.

PART B **Monthly Activities (continued)**

Tobacco Control Act

One ticket was issued to a retail owner for selling tobacco to a person less than nineteen years old. Twenty-six compliance checks and 34 retail surveillances were conducted in August.

Sexual Health

A total of 742 clients presented at clinics held in all three offices; 545 clients attended nursing clinics and 197 clients attended physician clinics.

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) 10-9-04 Correspondence from George Smitherman, Minister of Health & Long-Term Care regarding Local Health Integration Networks (LHINs).

Recommendation

That correspondence 10-9-04 be noted and filed.

2. Smoke Free By-Law – Implementation Plan Update

The following information is an update to the July 2004 Committee report regarding the Implementation Plan for the Smoke-Free Public Places and Workplaces By-Law.

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

Education

With support from the Healthy Living Lambton project, a media campaign designed to remind Lambton residents about the September 4 implementation date has been conducted. To date, 60,000 postcards have been distributed to most households in the County, as well as radio ads and newspaper ads in various newspapers. In addition, a message about the By-Law has been included in the “*This Month in Lambton*” newspaper feature. The By-Law hotline continues to receive several calls per day. Most calls are from business or workplace owners requesting clarification or additional signs, which have been provided.

Enforcement

A meeting was held with legal stakeholders including local police, the Municipal Prosecutor and Provincial Offences Administration staff on August 25. A media release describing the enforcement strategy was sent out August 30. Enforcement Officers are undergoing training and will be visible in the community beginning September 4, 2004.

Emerging Issues - Designated Outdoor Smoking Areas

There have been numerous requests for the guidelines for Designated Outdoor Smoking Areas. To date, 10 applications for approval have been reviewed by the Building Services Department, with 7 approval letters issued.

A complaint has been received from one Sarnia tavern owner who feels that the allowance for Designated Outdoor Smoking Areas discriminates against proprietors who may not have the property available to establish an outdoor area. Another complaint with respect to the designated outdoor smoking areas is that these were passed through Council with no consultation process.

One petrochemical company representative has expressed concern that the guidelines do not meet the needs of industry. Staff research has indicated that most municipalities have the same standards for industry and the food and beverage sector, with respect to outdoor smoking areas.

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

At least 20 callers to the hotline have inquired whether the By-Law specifies the number of feet from an entrance people may smoke. The By-Law does not address this, other than the reference to Designated Outdoor Smoking Areas. Staff have responded that it would be up to the individual property owner to put those standards in place. A common recommendation has been that smoking not be allowed closer than 9 metres from an entrance, which is a standard used in the Provincial Tobacco Control Act, which only applies to certain categories of establishments such as schools and hospitals.

Recommendation

That the Smoke Free Lambton – Implementation Plan Update, be accepted as presented.

3. Canadian National Immunization Conference

The Canadian National Immunization Conference on ‘Immunization in Canada – Science – Program – Collaboration’ will be held December 5 – 8, 2004 in Montreal, Quebec. This conference includes topics such as new vaccine technologies, vaccines and the challenge of emerging infections, and the New Immunization Strategy, just to name a few. There are sufficient funds within the Environmental Health & Prevention Services budget to accommodate this expense.

Recommendation

That Committee approves the attendance of Joan Beaudet, Supervisor, Environmental Health & Prevention Services at the Canadian National Immunization Conference, December 5-8, 2004 in Montreal, Quebec, at a cost of \$1,345.00 plus applicable taxes.

4. Flu Season – 2004/2005 Activity Plan & Clinic Locations

The attached memorandum details the 2004-2005 Activity Plan and Clinic locations for the upcoming flu season.

Recommendation

That the Flu Season 2004/2005 Activity Plan & Clinic locations report be accepted as presented.

MINUTES
COMMUNITY SERVICES/
INFORMATION TECHNOLOGY COMMITTEE

September 15, 2004

A meeting was held at the North Lambton Rest Home at 12:00 p.m. on the above date.

Present: Chair Dave Boushy, Warden Todd Case. Members: C. Jamieson, S. Arnold, B. MacDougall, B. McManaman, D. McGugan, J. Murray and G. Perry. Ms. C. Clarke and Ms. S. Murray. Mr. attended for Libraries, Museums and Gallery Lambton matters. Also Ms. C. Thayer, General Manager, Community Services; Mr. M. Giberson, Supervisor, Information Technology and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: W. Petryschuk.

The meeting commenced with a tour of North Lambton Rest Home.

COMMUNITY SERVICES DIVISION

LIBRARIES

Part B, Item 4 – General Manager’s Report

- (A) #1: Arnold/McManaman: 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) #2: Jamieson/McGugan: That the donations be gratefully accepted and that thank you letters be
(F) sent in accordance with the County’s Recognition Policy. Carried.

MUSEUMS

Part B, Item 4 – General Manager’s Report

- (A) #3: Perry/S. Murray: 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 – Collections Management

- (A) #4: McManaman/Clarke: That the donations be gratefully accepted and that thank you letters be
(F) sent in accordance with the County’s Recognition Policy. Carried.

Part C, Item 2 – Community Museum Operating Grant Applications

- (A) #5: Arnold/Case: That the Exhibition Policy and the Education and Interpretation Policy be
(P) approved as presented. Carried.

GALLERY LAMBTON

Part B, Item 4 – General Manager’s Report

- (A) #6: MacDougall/Perry: That the General Manager's Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

OTHER BUSINESS

Memorandum dated September 15, 2004 Regarding the Lambton County “Signature” Quilt

- (A) #7: Jamieson/McManaman: That the quilt travel to all public facilities within the County for
display and that once its “tour” has been completed, that it be retired to the appropriate facility
(e.g. Lambton Heritage Museum) for preservation. Carried.

HOUSING SERVICES

Part A, Item 1 – Motion #17 of the Community Services/Information Technology Committee
Minutes dated August 18, 2004 Regarding the Housing Analysis and Recommended Strategies
Report – Background Information

- (A) #8: Arnold/McGugan: That the project be retendered in January 2005, and further, that the
(F) amount of \$30,000.00 which is currently in the budget, be placed in reserve for 2005. Carried.

Part B, Item 4 – General Manager’s Report

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

SENIOR SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #10: Jamieson/Perry: 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 – Lambton Meadowview Villa Therapeutic Garden Project

- (A) #11: McManaman/Arnold: That the donation be gratefully accepted and that a thank you letter
(F) be sent in accordance with the County's Recognition Policy. Carried.

EMERGENCY MEDICAL SERVICES

Part B, Item 4 – General Manager's Report

- (A) #12: Arnold/McManaman: That the General Manager's Report as set out in Part A and Part B
(F) be accepted as presented. Carried.

Part C, Item 1 – Correspondence 10-5-04

- (A) #13: J. Murray/McGugan: That the 1995 ambulance be donated to the Petrolia Emergency
(F) Management. Carried.

CORPORATE SERVICES DIVISION

INFORMATION TECHNOLOGY

Part B, Item 4 – General Manager's Report

- (A) #14: Arnold/MacDougall: That the General Manager's Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

OTHER BUSINESS

Audit Committee

- (A) #15: Arnold/Case: That a three (3) person Committee be created to form the Audit Committee,
(F) and that the three (3) members of the Committee be elected by the respective Standing
Committees each year at the first regular meeting of the Committee after the Warden's Election.
Carried.

Adjournment

The Chair declared the meeting adjourned.

Time: 2:30 p.m.

Dave Boushy
Chair

Ronald G. Van Horne
Secretary

PART B **Monthly Activities (continued)**

b) **Point Edward Library**

Renovations by the Municipality have been completed and the Internet computers will shortly be moved into the renovated lower level. Staff is already using the programming room for children's programs. New shelving will also shortly be installed.

c) **Wyoming Library**

The Wyoming Library will celebrate its official opening on Saturday, October 23rd.

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**

- \$64.85 for the purchase of Adult books from Pat Kaltwasser of Brights Grove
- \$25 for children's programs at Florence Library from Pauline McCutcheon of Florence
- \$10 for the purchase of Adult books from Ellen Uren of Forest
- \$20 for use in the Forest Library from Forest Basic Nutrition of Forest
- \$200 for the purchase of materials and supplies for the Summer reading programs at Port Lambton and Sombra Libraries from St. Clair Lodge #425 of Sombra
- \$5.00 for the purchase of reference materials from Mamie White of Sarnia
- \$25.95 for the purchase of reference materials from Amy Danforth of Sylvania, Ohio
- \$1000 for the Acquisition of Paisley photographs at the Sarnia Library from Leave a Legacy, Sarnia Lambton Chapter

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

- \$71.50 for use in Wyoming Library from Ont. 569 Tops Club
- 1 year subscription to the Canadian Geographic magazine at the Grand Bend Library donated by Helenjeane Galpin of Grand Bend
- \$15 from the Bright's Grove donation box
- \$0.75 from the Camlachie donation box
- \$37 from the Grand Bend donation box
- \$18 from the Mallroad donation box
- \$10 from the Mooretown donation box
- \$30.25 from the Point Edward donation box
- \$3.55 from the Port Franks donation box
- \$4.70 from the Port Lambton donation box
- \$17.71 from the Petrolia donation box
- \$4.20 from the Thedford donation box
- \$5 from the Wyoming donation box

Sale of used books: \$533.32

Recommendation

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

Additional Items Attached for Information Purposes Only

Adult Programs Calendar September 2004
Children's Programs Calendar September 2004

PART B **Monthly Activities (continued)**

To our knowledge the co-operative admission program developed by Heritage Sarnia-Lambton whereby members receive free admissions, a heritage newsletter and giftshop discounts, is the first such program offered in Ontario.

c) John Goodison Collectors Steam Show

A presentation was made in Middlesex County at the farm steam show of Doug Ovens, who owns the last remaining 25 hp John Goodison Steam Traction Engine. Theme of the presentation was historical links between Middlesex and Lambton within the John Goodison firm.

d) CMOG Museum Operating Grants Received for 2004

Notification has been received from the Ministry that the Lambton Heritage Museum will receive \$30,409 and the Oil Museum of Canada \$13,332 as their operating grants for 2004. These amounts match the 2004 budget..

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. Collections Management

Lambton Heritage Museum

Artifacts Recommended for Acceptance:

- Military booklet from Pvt. Zavitz, Alvinston; Helen Clark, Chatham.
- Folding bootjack, 1939 tulip quilt; Doris McCordic, Sarnia.
- Open dish style flat to wall cupboard in walnut, Ron Van Horne, Forest.

PART C Other Matters Requiring a Motion (continued)

Artifacts Recommended for Deaccessioning:

- W.976.456b WWI scabbard without blade.
- The following items are cracked, incomplete, or too recent: small bowl 976.181; large bowl W976.194; egg 984.33.98a; salt shakers 977.2496 & 977.1764; blue fish dish 986.1.3; white jar 977.3221; brown bowl 977.2422; small teapot 977.541; clear dish 977.1276; glass rooster 977.1675; clear salt shaker 977.1413; glass mug 985.21.4; pink dish 977.1127; shoe 977.2208; clear jar 977.618; white glass duck 984.33.82;
- brass pot 976.3229; clear dish 989.30.181; rooster dish 977.1198; rooster dish 984.33.70; salt shaker 982.32.4; sugar 982.34.3; 982.32.4; seashell 977.4380; plated silver dish not catalogued; green pot 977.2487

Oil Museum of Canada

Artifacts Recommended for Acceptance:

- Three framed photos of Van Tuyl Fairbank Hardware; Chas. Fairbank.
- B/A tin; from Geo. Reid estate, Sombra
- 8 oil tools and Wallen assessment notice; Phil Morningstar, Oil Springs
- photo, butcher tools, sock stretchers and pocket watch from Oil Spring, from Alice Hartley, Oil Springs
- local Quilt, from Velma Cook, Utica, NY

Lambton Room Donations

- Records from Disbanded I.O.D.E. Chapters: Sir John Colborne Chapter and Hon. W.J. Hanna Chapter including membership books, correspondence, minutes etc., donated by Municipal Chapter of Sarnia-Lambton I.O.D.E., Sarnia, Ontario.
- The History of St. James Cemetery and Chapel, Brooke Township 1904-2004 (two copies), donated by Patti and Steve Greer, Watford, Ontario.
- Samis & Related Families, donated by Bill Williams, Battle Creek, Michigan.
- Welch Family History, donated by Bill McAuslan, Ilderton, Ontario.
- Phillips/Clock Family, Casmore Family, Johnston Family, Elliott Family, donated by Debra McAuslan, Ilderton, Ontario.
- Box of Wilks Family Photos, donated by Jeannette Douglas, Alvinston, Ontario.
- Photo of S.S. # 5 Sarnia, donated by Murray Marsh, Wyoming, Ontario.

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

- Two Photos of 149th Battalion, File of Genealogical Information, donated by Helen Clark, Chatham, Ontario.
- The Porridge Eaters: History of the Cruickshank Family, donated by Ella Norton, Corunna, Ontario.
- Graduation Exercises of Sarnia General Hospital School of Nursing, Sarnia, Ontario Saturday, June 2nd, 1962 Programme, donated by Suzanne Whyte, Sarnia, Ontario.
- A Century Christ Anglican Church Camlachie, Ontario and Our Heritage 1877-1977, Some of the Plants, Shrubs, and Trees to be found on the Howard Watson Nature Trail, Lambton County Names and Places, In Days of Yore: Life and Times in Lambton County, Witness to History: Tales of Southwestern Ontario, Recollections: Memoirs of Fred Stanley Walden, Lambton County's 150 Sesqui-Centennial, Remember Yesterday: Memoirs of Nellie Willoughby, Bullick Family, Canada West's Last Frontier, The Dobbin Family History, Plympton Township's Rural Cemeteries, donated by Elizabeth Tenhoeve, Camlachie, Ontario.
 - \$26.16 from Amy Danforth, Ohio
 - \$25.00 from Lambton Branch, Ontario Genealogical Society, Sarnia
 - \$15.00 from Jean Good, St. Thomas
 - \$65.40 from Susan Gilbert, Indiana
 - \$15.00 from Lois Stevens, Niagara Falls
 - \$158.88 from used book sales
 - \$52.99 from donation box

Lambton Heritage Museum Donations

- \$50.00 from Janet Smolders, London.

Recommendation

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

2. Community Museum Operating Grant Applications

The annual application guidelines require that each community museum must meet a slate of minimum standards in order to continue to receive the Provincial grant. This is the second year of this requirement and this year museums are required to submit their Exhibition Policy and their Education & Interpretation Policy.

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

In accordance with this requirement, the Museums' policies have been reviewed and the revised policies are attached.

Recommendation

That the policies be approved as presented.

PART B **Monthly Activities (continued)**

c) Exhibitions: Current

i) Over Here: Women, Work and World War II

London, Ontario Fibre artist Johnnene Maddison focuses on the role played by women on the home front during World War II. Main Gallery from September 4 to October 9, 2004. Opening Reception, Saturday, September 4, 2004 at 3:00 pm. Johnnene Maddison will present a walking tour of her exhibition on Saturday, September 25, 2004 at 3:00 pm.

ii) Skot MacDougall: Daydreamscapes

Sarnia artist and muralist, Skot MacDougall features an exhibition of dream-like landscape paintings. Sadie A. Knowles Gallery from September 4 to October 9, 2004. Opening Reception, Saturday, September 4, 2004 at 3:00 pm. Skot will conduct a Walking Tour of his exhibition on Saturday, September 11, 2004 at 3:00 pm.

d) Exhibitions: Upcoming

i) Representing Cinema and the Art of the Film Poster

Originated and circulated by the Thames Art Centre, Chatham, this exhibition features thirty-two original film posters from the U.S.A., Italy, Poland, West Germany, Sweden, France, and Japan, dating between 1929 and 1974.

Posters are from the collection of Otto and Lorenzo Buj.

ii) Dreams and Nightmares: Joseph Platzer Drawings

Alvinston artist, Joseph Platzer is best known for his sculpture, mostly in wood, that reflects his ethnological interests. This exhibition will feature little known aspects of the artist and his strong surrealist, graphite drawings. These are mostly of recognizable forms from nature (animals, and birds) and the human figure in strange and unexpected juxtapositions.

e) Programs

i) Creative Wigglers

The Gallery will offer four Creative Wiggle Programs this fall. These programs provide a rich creative and experimental learning experience for young children, age 2 to 5 years.

PART B **Monthly Activities (continued)**

ii) Fall Children's Art Classes

Four art classes for children, ages 6 to 8 and 9 to 13, are being held from October to December.

iii) Fall Adult and Young Adult Art Classes

Exhibiting artist, Johnene Maddison will conduct a fibre art workshop, *Creative Surfaces* on Saturday, September 25, 2004 from 9:30 am to 2:30pm.

A four part workshop, The Art of Watercolours, will be offered beginning September 21 from 7-9 pm in the East Room of the Sarnia Branch Library.

iv) Hidden Treasures Appraisal Day

Gallery Lambton and the Sarnia Library Branch are co-sponsoring an Art and Book appraisal day on Saturday, September 18, 2004 between 10:00 am and 4:00 pm at Gallery Lambton. Jens Thielsen of the Thielsen Galleries, London, will be appraising the art and Marvin Post of Attic Books will appraise books. Proceeds will go to benefit Gallery Lambton and the Sarnia Library Branch.

f) Permanent Collection Loans

The Edmonton Art Gallery has borrowed Lawren Harris' *Winter Evening* to be returned in April 2005 following the exhibition at The McMichael Canadian Collection (December 4, 2004 to February 14, 2005). The sculpture, *Sumac 2* by St. Thomas artist, David Morris, will be lent to the St. Thomas Elgin Public Art Centre from September 4 to October 24, 2004 for the David Morris exhibition.

g) Gallery Lambton Advisory Committee

June 14, 2004.

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

Nothing at this time.

PART B **Monthly Activities (continued)**

3. Items of Committee Interest
 - a) Statistics – August, 2004
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**

None at this time.

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

No matters at this time.

2. Donations

The second and third installments of the grant from the Shaw Foundation have been received, in the amount of \$20,000.00, for the LMV therapeutic garden project. To date, \$30,000 has been raised and matched by the Shaw Foundation. The deadline for the matching grant of \$50,000 is June 30, 2005, at which time any unused portion of the pledge will lapse.

Recommendation

That this donation be gratefully accepted and that a thank you letter 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) 10-5-04 Letter from Petrolia Emergency Management requesting the donation of a surplus ambulance to their organization. The ambulance would be utilized by the CERV Team in Petrolia to respond to disaster contingencies.

EMS currently has a 1995 ambulance that is being stored pending the vehicle auction. According to the County disposition policy, any asset with a value of \$1,000.00 or more may be sold to the highest bidder and any asset worth less than this amount may be disposed of in the most efficient manner with the approval of the CAO. It is estimated that this ambulance is likely worth \$1,000.00 at auction but it is in bad shape.

Recommendation

That the 1995 ambulance be donated to the Petrolia Emergency Management.

PART B **Monthly Activities (continued)**

b) Paperless Council Meeting

Although this RFP generated interest from three proponents, only one response to the eGenda RFP was received. This software will accomplish most of the requirements of the RFP, and is currently in operation in Simcoe County and Tillsonburg with success. We will be entering into negotiations with the proponent to enter into a contract in order that we can meet our target go-live date of January, 2005.

c) County Internet/Intranet

Both the County Web sites (Internet and Intranet) are now running live on County servers. An extensive web project list is being developed and prioritized identifying changes that will enhance the services the County provides via the web to the general public, as well as to County staff.

d) Geographic Information System

Work continues on enhancing the County's GIS offerings. IT is working with ESRI, the GIS software vendor, to complete the Lambton County routing application. This system provides driving directions and estimates between points within the County of Lambton.

IT has received some excellent feedback from users of the GIS system. Wanda Pratt of the Sarnia Lambton Real Estate Board has a link from the Board site to the County GIS site so Realtors can utilize the GIS mapping functions. Gerry Duncan of Enbridge also indicated that by utilizing the mapping functions within the GIS system he is able to save many hours per week by using the maps to identify possible underground infrastructure.

On August 27, 2004 the City of Sarnia, the lead applicant for a second Geosmart funding application, received notice that their letter of intent was accepted and that they may proceed with the funding application. This additional funding will help in the implementation of an infrastructure management system and will also help local municipalities get started in GIS.

PART B **Monthly Activities (continued)**

e) Financial Information System

An upgrade to the new release of the County's Financial Information System (iCity) has been scheduled for September in test. This release includes many new functionality enhancements and also ensures continued product support. There are also many performance enhancements that will improve how remote users work with the product.

The modifications that County staff and the vendor have been working to define in the Purchasing and Inventory modules have been scheduled for development during the fall with a late November completion date. These enhancements will improve the purchasing processes and will give staff better control of inventories throughout the County.

f) CKLAG IT Committee (WAN)

CKLAG IT Committee meetings continue in order to identify which networking vendor is most suited to build a Fibre network to replace the current wide area network (WAN). A joint meeting is scheduled on September 9th between the CKLAG IT Committee and the CKLAG Executive Committee to discuss the proposal and how to proceed.

g) Libraries

Highspeed internet was installed at the Point Edward library for use by patrons.

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. None.