

**MINUTES**  
**INFRASTRUCTURE AND DEVELOPMENT/**  
**SOCIAL AND HEALTH SERVICES COMMITTEE**

**January 21, 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. Kutuba, General Manager, Infrastructure and Development Services; Mr. K. Dick, General Manager, Social and Health Services; Ms. L. Ross, General Manager, Corporate Services; Dr. C. Greensmith, Acting Medical Officer of Health; Mr. K. Churchill, Manager, Health Promotion & Program Support and Mr. R. G. Van Horne, Chief Administrative Officer.

Absent: None.

**COMMUNITY HEALTH SERVICES**

**Part C, Item 3 – 100% Smoke Free Lambton – 2003 Throne Speech**

**#1:** Bradley/Foubister: 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 March 31, 2004. Defeated.

- (A) **#2:** Ivey/Dedecker: That the Committee recommend approval of the 1<sup>st</sup> and 2<sup>nd</sup> reading of the By-Law by County Council on February 4<sup>th</sup>, 2004, that local municipalities be asked to consider the By-Law and respond back to the County by March 31, 2004, and that a special meeting of County Council be called for April 7, 2004 to consider the By-Law for a third and final reading. Carried.

**Part B, Item 4 – General Manager’s Report**

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

**Part C, Item 1a) to f) – Correspondence 2-12-04, 2-6-04, 2-19-04, 2-25-04, 2-26-04 and 2-28-04**

- (A) **#4:** Dedecker/Foubister: That correspondence 2-12-04 be referred to budget deliberations;  
(B) That correspondence 2-6-04, 2-19-04, 2-25-04 and 2-28-04 be noted and filed; and further,  
That correspondence 2-26-04 be referred to the MOH Recruitment Committee. Carried.

Part C, Item 2 – 2002/03 Ministry of Health and Long-Term Care Assessment Reports  
(Correspondence 2-27-04)

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- (A) #5: Davidson/Ivey: That the Committee recommend the establishment of a formal Recruitment Committee consisting of the Warden, Chair of the Infrastructure and Development/Social and Health Services Committee, C.A.O., General Manager, Social and Health Services, and Mr. Geoff Kettle, Senior Manager, Corporate Liaison and Resource Service, Public Health Branch; and further,

That they be instructed to make recommendations back to the next regular meeting of the Standing Committee for its consideration regarding a recruitment campaign and draft budget.

Carried.

**SOCIAL SERVICES**

Part B, Item 4 – General Manager’s Report

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

Part C, Item 1 a) to e) – Correspondence 2-5-04, 2-11-04, 2-20-04, 2-21-04 and 2-22-04

#7: Burns/Foubister: That the above correspondence items be received and filed. Carried.

Part C, Item 2 – Social Services Department – Discretionary Benefits Review

- (A) #8: Bradley/Case: That Council approve an increase in discretionary benefit amounts paid,  
(F) effective January 1, 2004, to \$870.00 for full dentures and \$430.00 for an upper or lower denture; and further,

That Council approve an increase in discretionary benefit amounts paid, effective January 1, 2004, for vision care to \$160.00 for single vision glasses and \$200.00 for bifocals and that the frequency of providing the benefit will be once every two years; and further,

That Council approve hearing aids as an item of discretionary benefit, effective January 1, 2004, to a maximum of \$870.00 over and above the \$500.00 approved by the Assistive Devices Program (ADP) and Ontario Works mandatory benefits. Carried.

This portion of the meeting adjourned.

Time: 10:45 a.m.

**PUBLIC WORKS**

Part B, Item 4 – General Manager’s Report

- (A) #9: Ivey/Dedecker: 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 2-9-04

- (A) #10: Dedecker/Davidson: That the County of Lambton support the resolution of the County of Wellington that the anticipated gas tax revenue sharing plan be broadened to include all municipalities in Ontario rather than just those that provide transit systems. Carried.

Part C, Item 1 b) – Correspondence 2-10-04

- (A) #11: Ivey/Davidson: That the request for traffic signals at the intersection of Michigan Avenue  
(B) (County Road #19) and Rapids Parkway be referred to staff for monitoring; and further,

That the installation of traffic signals be brought through the budget process once they are warranted. Carried.

Part C, Item 1 c) – Correspondence 2-7-04

- (A) #12: Case/Burns: That the request by Mr. Monsour be referred to the 2004 Capital Budget with  
(B) input to be received from the City of Sarnia on which intersection is warranted and recommend for the installation of a new signal. Carried.

Part C, Item 1 d) – Correspondence 2-8-04

#13: Ivey/Dedecker: That correspondence 2-8-04 be received and filed. Carried.

Part C, Item 1 e) – Correspondence 2-16-04

- (A) #14: Dedecker/Kirkland: That the Warden be authorized to execute a lease extension with  
(F) SNC-Lavalin Inc., for space occupied in the County Administration Building by Bryan Boyle, (Provincial Agricultural Representative); and further,

That the term of the lease be five (5) years (May 1, 2003 to April 30, 2008) with an option to renew as per the terms of the lease for a further five (5) year term. Carried.

Part C, Item 1 f) – Correspondence 2-24-04

- (A) #15: Davidson/Kirkland: That George Leenhouts, Coordinator, Facilities Services, be  
(F) authorized to execute funding agreements with Natural Resources Canada for applications under  
the Action Plan 2000 on Climate Change – Commercial/Industrial Buildings Retrofit Initiative,  
where such funds have been budgeted and approved in the subject department's current budget.  
Carried.

**PLANNING AND DEVELOPMENT AND BUILDING SERVICES**

Part A, Item 1 – Central Emergency Reporting Bureau (CERB) – Request for Proposals

- (A) #16: Davidson/Dedecker: That we lift from the table motion #4 of the Infrastructure and  
Development/Social and Health Services Committee minutes dated November 5, 2003 regarding  
the Central Emergency Report Bureau (CERB) – Request for Proposals. Carried.
- (A) #17: Dedecker/Davidson: That the 9-1-1 Primary Public Safety Answering Position (more  
(F) commonly called Central Emergency Reporting Bureau) be awarded to the Ontario Provincial  
Police based on the results of the Request for Proposal process. Carried.

Part A, Item 2 – Department Report dated November 10, 2003 Regarding the Meeting to Discuss the  
Extension of Municipal/Industrial Sirens for New Development – CAER Letter dated August 22, 2003

- (A) #18: Foubister/Dedecker: That the Committee recommend that the municipal emergency  
management coordinators be circulated for comments on development proposals (i.e. plans of  
subdivision or condominium) within the areas identified in this memo (and perhaps other areas  
yet to be identified). Carried.

Part B, Item 4 – General Manager's Report

- (A) #19: Ivey/Davidson: That the General 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.

Time: 11:30 a.m.

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William Bilton  
Chair

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Ronald G. Van Horne  
Secretary



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

## Total Exits (Children) in December

Age Group	Age	# of Children December 31, 2002	# of Children December 31, 2003
Infant	0 – 17 months	8	4
Toddler	18 – 31 months	25	15
Preschool	32 months – 5 yr.	30	56
Kindergarten	5 – 6 years	10	10
School Age	6 – 9 years	15	10
Other	Over 9 years	4	4
<b>TOTAL</b>		<b>92</b>	<b>99</b>

b) Children's Services Department – Pay Equity Settlement

The Government of Ontario reached a mediated *Memorandum of Settlement* (MOS) with five unions in April 2003 regarding proxy pay equity funding for Not-for-Profit Child Care Agencies. Committee members may recall staff's August 2003 report that outlined a number of concerns that were being expressed by Consolidated Municipal Services Managers (CMSMs) across Ontario. The issues focus on:

- •What legislative authority did the Ministry of Community, Family, and **Children's Services (MCFCS) have to bind municipalities to the Agreement?**
- What are the financial impacts vis-à-vis cost sharing of the settlement?
- What are the administrative and accountability issues for municipalities?
- Why did the Province enter into this Agreement binding the Province and municipalities to providing 1% of salary lines when the Government did not provide similar funding to municipalities?

Correspondence however has been received outlining the costs associated with the settlement based on information gathered by CMSMs on behalf of the Ministry of Community and Social Services (MCSS.) Under the terms of the Memorandum of Settlement, eligible proxy pay equity organizations will receive funding as follows:

- In 2003/04 a base increase of 1% of the agency's previous year's payroll;
- In 2004/05 a base increase of 1% of the agency's previous year's payroll;
- In 2005/06 a base increase of 1% of the agency's previous year's payroll;

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

Retroactive base and one-time payments for outstanding liabilities between January 1, 1999 and March 31, 2003.

Schedules	Amount	Funding Level
Schedule I- Funding Allocation Report – December 2003	\$27,574	100% Provincial
Schedule II – Retroactive Liabilities Report	\$3,175.46 \$6,097.35	100% Provincial
Schedule III – Estimated 2004/2004 Estimated Liability	\$28,555.75	Undecided.

Ministry funding will be flowed to the County early in January 2004 for distribution. Depending on the Ministry's response the 2004 draft budget submission may require revision to incorporate the retroactive and 2004 ongoing costs.

Staff are now exploring with MCSS the following concerns as a result of the most recent announcement:

- Changed expectation. It was the understanding of CMSMs that they were to gather information only. The expectation now appears that based on the total allocation for each CMSM, the CMSM will calculate the entitlement for each eligible child care agency.
- Formulas - MCSS is unable to provide how the overall allocation was calculated and additionally how the allocation for each child care should be calculated.
- Legal - what is the legal ramification/exposure, vis-à-vis the MOS signed by the province and the 5 unions, for the CMSM of an error in calculation of individual entitlement?
- Schedules I, II, III – what do the various schedules reflect? How do they relate to each other?
- Time Lines – MCSS's expectation is that these funds will be rolled out with signed agreements in place by January 16, 2004. This is without any training or information regarding the calculation/entitlement methodology.
- Administration Cost – need for ongoing administration cost approvals.

**PART B**      **Monthly Activities (continued)**c)      Federal Early Learning and Child Care Funding Announcement – 2003-2004

The Minister of Children's Services announced January 7, 2004 \$9.6 million in funding to address community identified priorities or health and safety in non-profit child care centres. The funds will be 100% provincial dollars and must be spent by March 31, 2004. The intent is to identify need and finalize approvals during January and February 2004. The funds will be cash-flowed through existing municipal service agreements. Lambton's allocation has been identified at \$85,400. The additional funds have not yet been incorporated into the 2004 draft budget.

A further \$29.1 million for the 2004/05 fiscal period was also announced. The Ministry of Children's Services will be consulting with Ontario Municipal Social Services Association (OMSSA) and other stakeholders on how to best utilize the 2004/05 and future funds. The ministry announced that it will be looking for municipal contribution at the legislated 80/20 cost sharing level. As in the case of the 2003/04, the funds will be cash-flowed through existing municipal service agreements. Lambton has not been advised of its allocation and consequently these additional funds and levy contribution have not yet been incorporated into the 2004 draft budget. However based on the 2003/04 allocation it is estimated that Lambton's share would be \$285,400 provincial (\$356,750 gross.)

d)      Social Services Department – Statistical Report

The attached Ontario Works statistical report is for the month of December 2003. The increase of 14 cases represents an increase of .92% over the previous month. Year-to-date, the caseload has increased by 0.13% with the average caseload at 102.4 cases per caseworker.

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

Month	Budget Estimate	Actual
December, 2001		1,770
December, 2002		1,534
December 2003		1,536
January 2004	N/A	N/A
February 2004		
March 2004		
April 2004		
May 2004		
June 2004		
July 2004		
August 2004		
September 2004		
October 2004		
November 2004		
December 2004		

e)      Social Services Department – Fraud Referral Task Force

There were 14 recommendations made to the government in the December 19, 2002 Coroner's Jury Verdict in the death of Kimberly Rogers. One recommendation involved the establishment of a committee of Ontario Works delivery agents under the auspices of Ontario Municipal Social Services Association (OMSSA) "to develop a model to be used throughout the province for the assessment of whether cases involving social assistance fraud should be referred for prosecution."

Lambton County Ontario Works Manager, Margaret Roushorne chaired the OMSSA Fraud Referral Task Force during 2003, which resulted in the development of the *Fraud Referral Considerations Resource Document*, a copy of which is included for Committee's information.

Existing procedures in Lambton County related to investigation and decision making include many of the best practices outlined in the resource document. There are two specific recommendations that will be implemented locally.

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

The first involves the establishment of a staff committee to review the basic case facts as well as the known mitigating life circumstances of the individual and/or family prior to making a decision to pursue prosecution. Currently, this is done informally and the decision to pursue prosecution rests with the supervisor and manager. A broader committee comprising the Caseworker, Eligibility Review Officer, Casework Supervisor, Eligibility Review Supervisor and Ontario Works Manager will aid in the identification of mitigating life circumstances that should be considered in decision making.

Secondly, the Department will explore alternative approaches to prosecution. In particular, consideration will be given to the development of a formal repayment agreement in consultation with the County Solicitor.

The *Fraud Referral Considerations Resource Document* was developed in light of zero tolerance, however the principles remain relevant whether the policy is abolished or the sanctions replaced.

f) Social Services Department – Permanent & Temporary Periods of Ineligibility for Social Assistance Fraud

The Ontario Government announced January 9, 2004 (consistent with its election pledge) that it was lifting the life time ban for those convicted of social assistance fraud. Effective immediately those who were ineligible under the previous zero tolerance of temporary periods of ineligibility can reapply and be granted financial assistance if they meet all eligibility requirements. There are two cases that staff are aware of in Lambton County.

g) Social Services Department - Provincial Billings (Ontario Drug Benefits, Dental, Ontario Disability Support Program Allowances)

In November, 2003 information was provided by the Ministry regarding Ontario Drug Benefits costs for the Ontario Works and Ontario Disability Support Program. The estimated cost for 2003 is projected at \$913,730 in Lambton County, an increase of \$79,886 or 9% over the 2003 budgeted amount.

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

The Ministry of Community and Social Services is projecting a 15% increase for 2004. This information has been included in the preparation of the 2004 budget.

On November 26, 2003 information was provided by the Regional Program Manager that Ontario Disability Support Program dental benefit costs were under review.

In April 2003 the province implemented electronic claims submission for dentists. Since that time there has not been a reconciliation of actual expenditures. Municipal billings are based on estimates.

Ministry of Community & Social Services is currently working to complete this reconciliation. No information has been provided regarding potential impacts (ongoing or retroactivity) for the 2004 budget year, however it has been noted that there was an increased number of claims processed during the April to June period. Staff will continue to monitor.

In December 2003 an inquiry to the Regional Business Manager provided information that Ontario Disability Support Program (ODSP) allowance expenditures was also under review for 2003. The 2004 budget impact related to this reconciliation is unknown and information may be available in early January. It should be noted that ODSP billings in 2003 have fluctuated significantly. In 2002, monthly ODSP billings from the Province were based on estimated ODSP allowance expenditures. The January and February 2003 billings were adjusted downward to \$20,367.70 and \$25,894.58 respectively as part of the 2002 reconciliation. Staff are still attempting to determine how the adjustments were determined. The Regional Business Manager reports that billings since March 2003 are closer to actual figures; however there are some estimated costs included in the compilation of expenditures. The average monthly expenditure since March is \$357,480.39. The MCSS reconciliation of 2003 actual costs remains outstanding. Staff will continue to monitor.

h) Social Services Department - Caseload Trends Survey

The *2003 Caseload Trends Report* prepared by the Social Planning team projected an increase in the Ontario Works caseload of 3 – 6% in 2004 based on the following considerations:

**PART B      Monthly Activities (continued)**

- Increase in 2003 unemployment rate to 7.0% from 6.1% in 2002;
- Increase in Employment Insurance claims during May – August 2003 over 2002 numbers;
- Regional loss of 11,000 jobs
- Labour force reduction of 8,000
- 25% increase in those receiving Employment Insurance (EI)
- 30% reduction in area construction jobs
- fewer advertised job vacancies
- Recent job growth in sectors paying less than \$10.00 per hour;
- Impact of provincial election;
- Impact resulting from outbreak of Severe Acute Respiratory Syndrome and Bovine Spongiform Encephalopathy (BSE.)

A telephone survey of neighboring Consolidated Municipal Services Managers (CMSMs) provided the following information related to 2003 year end caseload projections, and caseload projections being used in 2004 budget preparations:

<b>County</b>	<b>December 2003 Projection</b>	<b>2004 Projection</b>
Bruce County	Marginal decrease (15 cases)	0% change
Huron County	10% decrease	Despite a 10% decrease the base budget was maintained
Chatham-Kent	Minor decrease	0% change
Stratford	2 % decrease	0% change
Windsor	3 % decrease	3% decrease
Grey County	7.8 % decrease	Despite a 7.8% decrease the base budget was maintained
Oxford County	1.1% increase	2.4% decrease

i) Strategic Management Group – Consolidated Municipal Service Managers and the Ministry of Community and Social Services

The ten Southwest Consolidated Municipal Service Managers (CMSMs) and staff from the Southwest Regional Office of the Ministry of Community and Social Services (MCSS) have been meeting regularly over the past two years to discuss issues of mutual concern and interest in the delivery of Ontario Works and child care.

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

The *Terms of Reference* for the group is attached for Committee's information. The primary purpose of the group is to provide a forum for information sharing, advocacy, and to identification/resolution of common issues and concerns across the Southwest Region.

SMG has provided an excellent forum for discussion of issues of mutual concern. Southwest Regional MCSS staff should be commended for their openness and the transparency to decision making that they have brought to the table.

j) Social Services Department - Homelessness Program

In late November, the Ministry of Community and Social Services informed staff that there was an additional one time 100% provincial funding of \$14,000 available for Homelessness programs. The condition of receiving the funding was that it had to be used by December 31, 2003 and a brief proposal on how it would be used had to be submitted immediately. Staff submitted the following plan to the Ministry, received the funding and distributed the funds accordingly.

The County of Lambton - Homelessness Plan (2003-2005) identified one of the approved service strategies to help people to retain their current housing included the support of a rent/utility bank system that is accessible to those most in need. One of the goals of the strategy was to increase the total funds available for the rent/utility bank. In implementing this strategy the County entered into Agreements with three community agencies that are located throughout the community and act as the rent/utility bank depots (The Inn of the Good Shepherd, Salvation Army and St. Vincent DePaul).

The additional funds were used immediately to increase the funds available to the agencies to help those in need as currently the amount available is limited and the need consistently exceeds the dollars available. The program remains the community's highest priority program by our local Community Homelessness Initiatives Network. The additional funds were flowed to the agencies by amending existing agreements with them. The service target for helping people retain their current housing with the Ministry was adjusted with an increase of seventy (70) people being helped.

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

k)      Social & Health Services Division - Program Pressures

As part of the groundwork for the 2004 budget preparation the Social Planning team prepared the attached report in cooperation with the Social & Health Services Divisional Managers. The report examines four trends/issues that are happening or have been happening throughout the community in the past year. The impact of the trends on Divisional programs is examined and the pressures they are placing on departmental budgets are reviewed.

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)    2-5-04      Correspondence from the Ministry of Community & Social Services advising the County of Lambton, Social Services Department of approval of (\$14,000.00) additional one-time Provincial Homelessness Initiative funding for 2003.
- (b)    2-11-04      Faxed correspondence from Minister of Community & Social Services, Sandra Pupatello abolishing the lifetime ban for social assistance fraud.
- (c)    2-20-04      Correspondence from the Ministry of Community & Social Services regarding permanent and temporary periods of ineligibility for social assistance fraud no longer apply.
- (d)    2-21-04      Correspondence from the Ministry of Community & Social Services regarding the government's plan for investing the 2003-04 Federal Early Learning and Child Care funding.

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

- (e) 2-22-04      Correspondence from the Ministry of Community & Social Services regarding the mediated Memorandum of Settlement regarding proxy pay equity funding.

Recommendation

That correspondence 2-5-04, 2-11-04, 2-20-04, 2-21-04, and 2-22-04 be noted and filed.

2.      Social Services Department - Discretionary Benefits Review

A review of discretionary benefit amounts had not been completed in the past 10 years. A survey of Consolidated Municipal Services Managers (CMSMs) was conducted to determine the average amounts paid for discretionary benefits including dentures, vision care, funerals, transportation and hearing aids. Information was also obtained from local suppliers that provide the average cost for each item. The full results of the survey have been included for Committee's information.

As a result of the review, increases are recommended in the local amounts paid for dentures, vision care and hearing aids. These items are critical to individual health and well being as well as assisting in improving employability. Social assistance rates overall have not increased since the 22% reduction in 1995. Ontario Works and Ontario Disability Support Program recipients are having an increasingly difficult time in funding the additional costs beyond the approved amounts.

Dental and vision care for adults are discretionary assistance items under Ontario Works, and amounts may be set locally. Hearing aids are partially covered through the Assistive Devices Program (ADP) of the Ministry of Health and Long-Term Care. ADP pays 75% to a maximum of \$500.00. Ontario Works mandatory benefits cover the 25% co-payment to \$166.00 and the assessment fee. Locally, only the mandatory benefit amount has been approved. A recommendation is being put forward to provide discretionary assistance for this item.

The total budget impact for increasing denture and vision care, and in providing hearing aid benefits is estimated to be \$37,984 gross/\$7,597 net. The following chart summarizes the recommended changes and demonstrates the anticipated budget impacts.

**PART B      Monthly Activities (continued)**

Details	Dentures	Vision	Hearing Aids
Current benefit amount in Lambton County	Full Dentures      \$435.00 Upper                \$215.00 Lower                \$215.00	Unifocals          \$80.00 Bifocals            \$100.00  Approved annually	Mandatory benefit to \$166. and assessment fee.  (average \$256.)
Average amount paid by CMSMs surveyed	Full Dentures      \$862.00 Upper                \$426.00 Lower                \$441.00	Unifocals          \$140.00 Bifocals            \$164.00 Approved 1 – 3 years	Ranges from \$0.00 to actual costs
Average Cost Local Suppliers	Full Dentures      \$1550.00 Upper                \$ 770.00 Lower                \$ 825.00	Unifocals          \$238. Bifocals            \$288.	Hearing aid          \$ 950. Dispensing fee      595. Mould                80. Less: ADP            500. Less; Mandatory    256 Client payment      \$ 869.
Recommendations	Recommend moving to average CMSM benefit amount paid, resulting in doubling current benefit rate to:  Full Dentures      \$870.00 Upper                \$430.00 Lower                \$430.00  <u>Budget Impact:</u> \$13,245. 00 gross/\$2,649.00 net (based on 2003 estimated expenditures)	Recommend doubling current benefit rate, and decreasing frequency to better meet the average cost of vision care.  Single                \$160.00 Bi-focal             \$200.00 Decrease frequency to once every 2 years  <u>Budget impact:</u> \$19,525 gross/\$3,905 net in first year (based on 2003 estimated expenditures)  Possible reduction in subsequent years to \$12,000 gross/\$2400 net based on 60% new requests.	Recommend approval of discretionary benefit up to \$870.  This will be in addition to ADP and mandatory benefits currently provided.  <u>Budget impact:</u> \$5214. 00 gross/\$1043. 00 net (based on 2003 estimated expenditures)
<u>Recommendations</u>			

That Council approve an increase in discretionary benefit amounts paid effective January 1, 2004

That Council approve an increase in discretionary benefit amounts paid effective January 1, 2004 for vision care to \$160.00 for single vision glasses and \$200.00 for bifocals; and that the frequency of providing the benefit will be once every two years, and further,

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

That Council approves hearing aids as an item of discretionary benefits effective January 1, 2004 to a maximum of \$870.00 over and above the \$500.00 approved by the Assistive Devices Program (ADP) and Ontario Works mandatory benefits.



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

Food Safety

A Food Safety information kit has been sent to all Grade 7 & 8 teachers in Lambton County. The information packages were also sent to all church and service groups in Lambton. The goal of the program is to promote safe food handling with these organizations.

Safe Water

Concern has recently been expressed in the media over the near shore water quality of Lake Huron beaches. Community Health Services Department will be meeting with staff from Grey-Bruce-Owen Sound and Huron County Health Departments to discuss surveillance and monitoring activities conducted on Lake Huron beaches. An effort will be made to agree upon a consistent approach.

Staff has been advised of high nitrate levels in the Alvinston water supply. The municipality has been notified and further action is not required at this time. Notification has been sent to area physicians recently.

Following-up on high levels of sodium in two rural schools in Lambton Shores an advisory letter was sent out by the Acting Medical Officer of Health to all physicians in North Lambton.

An adverse water report was received from a school located in Forest. Follow-up samples indicate that the water supply is safe for human consumption.

West Nile Virus - Seroprevalence Study

With the objective of estimating the number of the people living in south Oakville infected with the West Nile virus in 2002 the Ministry of Health and Long Term Care and McMaster Institute of Environment and Health conducted a study of the population living in 2 postal areas. These areas had recorded 6 cases of encephalitis, 5 cases of meningitis and 8 cases of West Nile fever.

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

In the first study 650 individuals completed a survey to assess knowledge and preventive behaviours. 1,505 individuals provided a blood sample to be tested for WNV antibodies. The results demonstrated a community infection rate of 3.1% (CI 2.2-4.0) that when extrapolated to a population of 30,467 in the study area indicated that 670 – 1219 individuals had been infected by the West Nile virus. This finding was comparable to the 1999 experience in Queen's New York that showed an infection rate of 2.6%.

While most residents were aware of the risk of WNV infection, as well as public health information about how to reduce the risk, the survey showed that area residents did not appear to take preventive measures as often as they could have.

Communicable Disease /Outbreak Control

A reactivated case of tuberculosis has been reported locally. Investigations to date indicate that the individual involved has very few close contacts and does not appear to be highly infectious at this stage of the illness.

Rabies

Reach and Teach kits for the schools regarding rabies education are being updated for use by local teachers of grades one through six. These resources kits educate Lambton County students about the risks of rabies infection and how to prevent exposure.

Sexual Health

Family Life teaching continues with Grade 9 students in area high schools. Classes on birth control and sexually transmitted infections were taught to 105 students in the fall.

Vaccine Preventable Diseases

Travel clinics are very busy, as residents make plans for winter vacations. After three relatively mild influenza seasons, Ontario may be facing a more severe form of influenza in the coming months.

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

Influenza vaccination is the most effective means of reducing the risk of serious complications. While the vaccine cannot prevent every infection, it has proven to be effective in reducing hospitalization and deaths from the disease.

This year a new variant of Influenza A has emerged. The emergence of A/Fujian was detected just prior to the meetings of the world's influenza experts in February 2003 to consider the vaccine composition for the 2003/04 year. A suitable A/Fujian-like vaccine strain was not available to vaccine manufacturers to produce a vaccine in time for this year's influenza season. It takes approximately 36 weeks to manufacture, register, and market a vaccine. The alternative strain A/Panama was therefore included.

The two strains are closely related genetically. A/Panama is expected to offer substantial protection against infection by A/Fujian viruses.

School-based clinics are complete except for a few students needing a second dose (those under nine years receiving the vaccine for the first time). Community clinics are scheduled into the third week of January 2004, and may be extended. Attendance appears to be surpassing last year.

b) Health Promotion & Program Support

Heart Health

The new name for the Heart Health Coalition is "*Healthy Living Lambton.*" Strategic planning was completed in the fall, and a logic model was designed to increase partner involvement and coordinate activities around four central channels: Rural, Schools, Tobacco-Free Living and Healthy Weights. Staff are working together with the Cancer Society and Lambton County libraries to organize an event for National Non-Smoking Week.

Nutrition

The annual *Eat Smart: Ontario's Healthy Restaurant Awards Program* was held in the fall. Nineteen area restaurants and two high school cafeterias received this award of excellence for outstanding achievement in the areas of food safety, smoke-free dining, and nutrition.

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

Supermarket tours were the subject of an article in The Observer and generated great interest in tours. Twenty-one people completed a four week “*Healthy Choices*” program sponsored by the Diabetes Prevention project.

Injury Prevention

A Risk Watch training program was held for 17 teachers. Fall prevention programs for older adults have been run at Rosewood Manor and Residence on the St. Clair. Presentations on ‘fall prevention’ were made at the Strangway Centre and Senior VIP.

Physical Activity

Jingle Bell walks were held in Sarnia, Petrolia, Forest, Corunna, Grand Bend, Wyoming and Brigden.

Tobacco Use Prevention

A clinical *Tobacco Intervention* workshop for health professionals was held with Community Health Services Department (CHSD) tobacco prevention programs highlighted. Activities are being planned for National Non-Smoking Week in January.

Substance Abuse Prevention

More than 1,300 elementary students from thirty Lambton County schools attended *Racing against Drugs*, a drug prevention program for Grade 5 students.

Worksites and Schools

A Healthy Schools presentation was hosted with the Lambton Student Wellness Council on November 19, 2003. Over 75 health professionals and educators attended. A presentation by Andy Anderson of Ontario Institute for Studies in Education (OISE) was well received.

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

Healthy Workplace Committee

The County of Lambton workplace wellness committee will be unveiling their plans in January. Community Health Services Department staff role is to provide advice and resource support to the committee as well as other interested employers.

Early Detection and Cancer Prevention

The Community Health Services Department has been selected as one of six Ontario health departments to participate in a Colorectal Cancer Screening project. This is a one year pilot project to evaluate the effectiveness of recruiting eligible candidates into screening. The project will be funded 100% by the Ministry of Health and Long Term Care through Cancer Care Ontario. The available funding will be \$75,000.00 per health unit.

Universal Screening Protocol

A presentation by Marion Boyd on the Routine Universal Screening Protocol (RUCS) was held with 50 health and social service professionals attending. Ms. Boyd's presentation focused on the benefits of health and social service professionals asking women client's questions about family abuse as a routine practice.

Early Child Development Project - 2004 Grant

The Early Child Development Project funding has been available to health departments from the province since 2002. This funding is federal Early Years money provided to health departments through the Ontario Ministry of Health and Long Term Care to develop initiatives targeting caregivers and their children under 6 years of age.

The funding is divided into three programs:

1. Promote Healthy Pregnancy and Child Development
2. Injury Prevention (ages 0-6)
3. Family Abuse Prevention

These initiatives compliment, but do not duplicate existing public health programs cost-shared by the Ministry and Ontario municipalities.

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

To date, these funds have been used to fund 1 Project Supervisor's position, and 1 Clerk-typist/receptionist. Project activities have included the production of two professional educational videos, one called *The Road to a Healthy Pregnancy*, and the other called *Injury Prevention at Home*. The funds have also been used to fund Lambton's participation in a provincial health indicator survey, the *Rapid Risk Factor Surveillance System* (RRFSS). In addition, funds have been used to promote injury prevention and prevention of family abuse.

Four year project plans were approved in 2002, and 2004 activities will include: continuing with a regional injury prevention campaign, production of a *Parent Resource Guide*, support for the *Risk Watch* injury prevention program, implementation of a father involvement initiative, and continuation of training for health and social service professionals in the use of a family abuse screening tool. Participation in RRFSS is also a planned activity.

Available funding for the year 2004 is:

Promote Healthy Pregnancy/Child Development	\$76,949.00
Injury and Family Abuse Prevention	<u>\$162,248.00</u>
Total	\$239,197.00

**Rapid Risk Factor Surveillance**

Selections for the 2004 Rapid Risk Factor Surveillance Survey (RRFSS) were made in consultation with managers and supervisors. RRFSS results have been used in planning and evaluation for several programs, including tobacco use, cancer prevention, injury prevention and heart health. Work continues on the regional Community Health status report which will be published in early 2004. (The RRFSS brochure is attached for Committee's information.)

**Website - Update**

The Community Health Services Department website [www.lambtonhealth.on.ca](http://www.lambtonhealth.on.ca) continues to be used as an accessible method of communication for programs, services, and news.

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

The Department was recently asked by the Canadian Health Network, one of Canada's leading consumer health web sites to become a partner, which will further enhance the profile of the site.

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)    2-12-04      Correspondence from the Ministry of Health & Long-Term Care detailing approval of additional funding for the Food Safety Mandatory program, for the period ending December 31, 2004.
- (b)    2-6-04        Correspondence from the Ministry of Health & Long-Term Care confirming the grant of \$28,855.00 that has been awarded to the Community Health Services Department.
- (c)    2-19-04       Correspondence from the Ministry of Health & Long-Term Care regarding provincial funding for SARS/Infectious Diseases Control
- (d)    2-25-04       Article from the municipal Monitor concerning the impacts of the Walkerton Inquiry: How do the Report Recommendations Affect your Municipality?
- (e)    2-26-04       Correspondence from the Ministry of Health & Long-Term Care concerning the Medical Officer of Health In Training, Bursary Program.

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

- (f)    2-28-04      Ontario Tobacco Free Network's "Go For Gold: Become 100% Smoke-Free."

Recommendation

That correspondence 2-12-04 be referred to budget deliberations; and further, That Correspondence 2-6-04, correspondence 2-19-04, correspondence 2-25-04, and correspondence 2-28-04 be noted and filed; and further, that Committee direction is sought regarding correspondence 2-26-04.

2.      2002/03 MoHLTC Assessment Reports

Correspondence (2-27-04) was received from the Ministry of Health and Long-Term Care (MoHLTC) November 25, 2003 regarding the Ministry's assessment of the following programs:

1.    Emergency Response;
2.    Sexually Transmitted Diseases (STDs);
3.    Tobacco Enforcement; and
4.    Medical Officer of Health Appointment

Pursuant to Section 82 of the Health Protection and Promotion Act (HPPA) MoHLTC initiated assessments of boards of health. This was in partial fulfillment of the Report of the Walkerton Inquiry, Part 1, Recommendation #2 which recommended random assessments of boards of health to be conducted on a regular basis. The detailed findings of the assessors are attached for Committee's information. The following summary is provided for Committee member's convenience.

▪      Emergency Response

Section 6 of the Health Hazard Investigation Program within the Guidelines requires the provision of (a) an on-call system that ensures 24-hour availability of board of health staff to respond; (b) same day assessment and initiation of action within 24 hours if a health hazard is identified; and (c) a written response plan which is updated annually or more frequently as required.

On Wednesday, March 26, 2003 at 6:45 p.m., a test of the emergency response procedure was conducted. The assessors report that it took approximately four (4) minutes to reach Dr. Greensmith.

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

Dr. Greensmith had a list of all emergency contact numbers including how to reach the Chief Medical Officer of Health. The conclusion of the assessor is that based on the findings/information received, the Lambton Health Department is in full compliance with the requirements.

- Sexually Transmitted Diseases (STDs)

The stated goal under the Guidelines is to reduce the incidence of any complications from all sexually transmitted diseases (STDs) including HIV/AIDS. An on-site assessment was conducted March 17, 2003. The following aspects were evaluated:

- Hours of clinical service
- Availability of Hepatitis B vaccine
- Existence of a referral mechanism for STD patients
- Appropriateness of case management
- Provision and supply of drugs and condoms
- Availability of liaison and support
- Education programming
- Supportive documentation

The conclusion of the assessor is that based on the findings/information received, the Community Health Services Department is in full compliance with the requirements.

- Tobacco Enforcement

An on-site assessment was conducted and the following aspects of the program were evaluated with respect to the Tobacco Enforcement Program for the year 2002:

- Number of charges under the legislation
- Compliance data for schools and tobacco vendors
- Compliance checks
- Enforcement checks
- Investigating complaints
- Inspection of tobacco retailers, secondary and elementary schools
- Supporting documentation

The assessor was satisfied that Lambton was in compliance as follows:

- Detailed policies and procedure manual in place;
- All complaints received were investigated in 2000, 2001, 2002.

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

The assessor however found that Lambton was in non-compliance with a number of other requirements:

- Charges under the Tobacco Control Act have been decreasing over the past three years;
- Tobacco vendor inspections have been decreasing;
- Percentage of vendors in compliance has decreased;
- No secondary schools inspected in 2002;
- No elementary schools inspected in 2002;
- Number of randomly sampled tobacco vendors is not consistent with protocol.

Ministry of Health & Long-Term Care (MoHLTC) is requiring that two reports be submitted. The first is an action plan for 2003 with a final report provided by March 31, 2004.

A number of health units/departments across Ontario have objected to findings which were similar in nature to Lambton's. Staff is exploring a joint submission to MoHLTC outlining mutual concerns with the assessment process and conclusions.

Based on the Department's 2003 activity level the Community Health Services Department (CHSD) will be in compliance with the guidelines.

- Medical Officer of Health Appointment

Section 62 of the HPPA requires every board of health to appoint a full-time Medical Officer of Health (MOH.)

The assessor, based on his assessment found that Lambton was in non-compliance with the HPPA with respect to the appointment of a full-time MOH. This was despite the provisions of Section 69 of the act which does permit a board of health to appoint an Acting MOH where the MOH position is vacant, or the MOH is absent or unavailable to act, such measures are to be used on an interim basis only, or while the board works to recruit a new MOH.

The assessor is requiring that a written report be provided and a time frame for hiring a full-time MOH. This report is to be provided no later than one week after the next board of health meeting. The plan should include evidence that the recruitment process has been initiated, such as newspaper advertisements.

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

Additionally, the Ministry of Health & Long-Term Care advised that:

- Mr. Geoff Kettel, Senior Manager, Corporate Liaison and Resource Service, Public Health Branch will be participating as a full member of Lambton's MOH selection committee;
- That Mr. Kettel is to be provided with complete information, including but not limited to, copies of any applications received in the future, as well as any notes or other records whatsoever the board or staff have made respecting this issue;
- That Mr. Kettel is to be provided notice of and participation in all meetings and discussions with the Recruitment Committee respecting the selection process and direct involvement in the interview process.

The assessor further states that in the event of failure to comply the Minister or the Chief Medical Officer of Health may provide direction under Section 83 (1) of the Act. Section 83 (1) states "The Minister may give the board of health written direction ...if he or she is of the opinion ... the board of health has (c) failed to ensure the adequacy of the quality of the administration or management of its affairs."

As General Manager, I have formally registered an objection to the finding that Lambton is not in compliance with the Health Protection and Promotion Act.

As noted in the General Manager's letter to Dr. D'Cunha dated December 22, 2003 (attached) the assessor failed to give consideration to a number of factors. (Please refer to the attached letter for a full listing of the factors.) Not the least was a personalized mailing to 156 community health trained practitioners across Canada advertising the position.

Also worthy of note is Lambton agreed to participate with a MoHLTC initiated advertising campaign, first promised by MoHLTC August 2001 but not yet undertaken. Committee members may recall that the cost to advertise the Medical Officer of Health's position in The Globe and Mail was \$4,200 for one day, in 2000, and three responses were received.

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

In response to the Ministry's request for a written recruitment plan, the Committee may wish to give consideration to the following:

- Establishment of a formal recruitment committee consisting of the Warden, Chair of the Infrastructure and Development/Social and Health Services Committee, Chief Administrative Officer, General Manager, Social and Health Services Division, and Mr. Geoff Kettle, Senior Manager, Corporate Liaison and Resource Service, Public Health Branch;
- Provision of a second copy of the recruitment information package;
- Advertise in a national newspaper. The cost to publish in the *The Globe and Mail* will be available at Committee;
- Advertise in *The Lancet*. Cost to be available at Committee;
- Advertise in the *Canadian Journal of Public Health* at a quoted cost of \$365.00 (1/3 page ad) per publication;
- Advertise in the *Canadian Medical Association Journal* at a quoted cost of \$1,740.00 (1/3 page ad) per publication;
- Advertise in *The New England Journal of Medicine* at a quoted cost of \$3,140.00 (1/3 page ad) per publication;
- Undertake a salary review. During the development of the most recent recruitment information package a salary review was undertaken (2001) and a median range salary was set, in accordance with Council direction. Subsequently, and as a result of the recommendations of the Walkerton Inquiry which recommended that each health unit/department have a full time Medical Officer of Health (MOH), it is anticipated that the salary for MOH's will increase substantially (Refer to the municipal MONITOR January/February 2004 article);
- Sponsor a physician, who holds a full license to practice medicine in Ontario and who has a good record of clinical practice, preferably in family practice, for the Medical Officer of Health in Training Bursary Program, with a return of service agreement.

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

Based on established criteria the selected candidate would be subject to MoHLTC approval. Based on an annual salary while training of \$100,000, the estimated cost, would be \$306,400 (\$153,200 net). Additional expenses/salary in excess of the provincial guidelines would not be cost shared.

**Recommendation**

Committee direction is sought concerning correspondence 2-27-04, with respect to the Ministry of Health and Long -Term Care request for a written recruitment plan.

3.      **100% Smoke Free Lambton - 2003 Throne Speech**

Committee Members will recall media reports that the Ontario Government was planning to announce its intention in the Throne Speech appeared the same day Committee was to consider staff's recommendation regarding the 100% Smoke Free Lambton bylaw. Committee provided staff with direction to seek additional information regarding the Government's stated plan to enact a smoking plan.

Three initiatives were undertaken to secure the requested information.

❖      **Letter to the Minister of Health**

A letter, signed by Warden Case was sent to The Honourable George Smitherman, Minister of Health, requesting information regarding the scope of the proposed legislation, facilities to be included/exempted, and timeframe. To date a response to Warden Case's correspondence has not been received. (copy attached)

❖      **Meeting with the Chief Medical Officer of Health**

Staff met with the Chief Medical Officer of Health December 4, 2003 during Public Health Education Days to discuss Committee's request. Staff reiterated the importance and need for a clear indication of the Government's plan regarding a smoking ban. Committee's concerns with respect to time frame, scope, and facilities to be included/exempted were shared with Dr. D'Cunha. Dr. D'Cunha did not provide any additional information other than that which appeared in the media. He stated that the legislative timetable was negotiated between the House Leaders. He would not comment, nor speculate on the time table for a smoking ban.

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

- ❖ Spoke with Michael Perley, Director of the Ontario Campaign for Action on Tobacco.

Mr. Perley is confident that the Government will follow through on its commitment to introduce a smoking ban. So far, the only commitment that has been made is to put forward the legislation “within three years.” Mr. Perley believes that the earliest that we would see provincial legislation is the spring/summer of 2005. The latest would be 2006.

The Ontario Medical Association (OMA) and the Ontario Campaign for Action on Tobacco (OCAT) is advocating for 100% coverage, no exemptions including patios.

100% Smoke Free Lambton Bylaw

The 100% Smoke Free Lambton Public Consultation Report and Proposed By-law was previously distributed for Committee’s review and consideration. The public consultation undertaken at Council’s direction was extensive and comprehensive. 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 report previously distributed. To ensure a detailed, accurate and unbiased report, staff included all comments received.

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

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.

*Motion #20: Dedecker/Kirkland: That the report be referred to County Council on November 26, 2003 for its approval, in principle, and then referred to the local municipalities for their acceptance or rejection by January 31, 2004. Carried*

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

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 to the Municipal Act and the extensive public consultation undertaken, Council may wish to proceed with consideration of the by-law at its February 2004 meeting and if passed, forward the by-law to the lower tier municipalities for consideration and response by March 31, 2004. Should Committee elect this timeline, staff would undertake to inform those wishing to make a presentation that they may do so at Council's February 4, 2004 meeting.

**Recommendations**

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 March 31, 2004.

**INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION**  
**GENERAL MANAGER'S REPORT**

January 21, 2004

**PUBLIC WORKS**

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

1. Motion #2 from the Closed Session meeting of November 26, 2003 *Foubister/Kirkland: That the Warden and Clerk be authorized to execute the sale of the former Courtright Depot to Ontario Power Generation (O.P.G.) at a sum of \$450,000.00.*

The sale was completed December 23, 2003. The St. Clair Parks Commission has a lease with OPG to utilize the site until September 30, 2004 to allow sufficient time for them to move. The St. Clair Parks Commission has been issued a cheque for \$350,000 and the balance of the sale funds have been placed in the Roads Capital Reserve. A suggested use of these funds has been addressed in the department's 2004 Capital Budget.

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

1. Accounts

Totals for the months of December:

Roads	\$ 2,401,748.76
Waste Management	\$ 299,686.77
County Building	\$ 44,757.91

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

- a) Ontario Good Roads Association

The 2004 ROMA/OGRA Combined Conference is being held Feb. 22 – 25 at the Royal York in Toronto.

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

7 rooms are available at the Royal York for anyone wanting the County to look after their room reservation (call Jan Lembke @ 845-0801 ext. 344). Also, if you would like to register for the conference through the County please let me know by Wednesday, February 4, 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

- a)      2-9-04 A memorandum dated December 2, 2003 was received from the County of Wellington regarding gas tax funding. The Engineering Services Committee requests that the Premier and Cabinet extend the anticipated gas tax revenue sharing plan to all municipalities in Ontario regardless whether transit service is provided by the municipality.

Recommendation

That the County of Lambton support the resolution of the County of Wellington that the anticipated gas tax revenue sharing plan be broadened to include all municipalities in Ontario rather than just those that provide transit systems.

- b)      2-10-04 A letter dated December 8, 2003 was received from the City of Sarnia forwarding a request by Student Transportation Services (Chatham-Kent and Lambton Administrative School Services) to install traffic signals at the intersection of Rapids Parkway and Michigan Road (County Road 19). The City Engineering Department has studied the intersection and traffic signal warrants were not met. This intersection has been a problem since the 3 schools opened as it is their only access/egress point. It only seems to be an issue in the morning for an hour or so and especially on bad weather days.

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

The City has plans to develop another access/egress point at Modeland Road (County Road #27) which will address the traffic issue. The committee has considered this item in the past with a view to installing a four-way stop as a temporary condition. No action was taken and I would not recommend that a four-way stop be installed given the very limited period that the intersection is busy. I would suggest that we continue to monitor the traffic against the warrants but take no other action.

Recommendation

That the request for traffic signals at the intersection of Michigan Avenue (County Road #19) and Rapids Parkway be referred to staff for monitoring; and further, That the installation of traffic signals be brought through the budget process once they are warranted.

- c) 2-7-04 A letter dated December 29, 2003 was received from Nick Monsour regarding installation of traffic lights in 2004 at the intersection of Indian Road (County Road 29) and Cathcart Boulevard. due to heavy traffic volumes. Mr. Monsour has also sent the request to the City of Sarnia. This intersection has slowly worked its way up the list of high accident intersections without traffic signals. The City Traffic Department studies all problem intersections annually and makes recommendations to City Council on new signal installations. Past County practice is to review the City's recommendations and work with them to address targeted intersections. Cost sharing is typically on "leg" basis. A County road crossing a City road such as this would result in a 50-50 cost share.

Recommendation

That the request by Mr. Monsour be referred to the 2004 Capital Budget with input to be received from the City of Sarnia on which intersection is warranted and recommended for the installation of a new signal.

- d) 2-8-04 A letter dated December 5, 2003 was received from Rose-Marie Ur, M.P. Lambton-Kent-Middlesex regarding the County of Lambton's endorsement of Regional Municipality of York's motion supporting efforts to deal effectively with the invasion of the Asian Longhorned Beetle in Ontario.

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

Mrs. Ur has supplied material from the Canadian Food Inspection Agency (CFIA) website regarding what action has been taken and continues to be taken to help eradicate this infestation. Mrs. Ur provides assurances that the CFIA will continue to monitor this issue closely.

Recommendation

That correspondence # 2-8-04 be received and filed.

- e) 2-16-04 A letter dated December 23, 2003 was received from SNC-Lavalin Profac Inc. with respect to the extension of the lease of office space for Brian Boyle in the County Administration Building. The new rate reflects the old rate escalated by approximately 3% annually (inflation) over the last three year term. The new term will be 5 years (May 1, 2003 – April 30, 2008) with an option to renew for a further 5 years (rental rate to be amended).

Recommendation

That the Warden be authorized to execute a lease extension with SNC-Lavalin Inc. for space occupied in the County Administration Building by Brian Boyle (Provincial Agricultural Representative); and further,  
That the term of the lease be five years (May 1, 2003 to April 30, 2008) with an option to renew as per the terms of the lease for a further 5 year term.

- f) 2-24-04 A letter from Natural Resources Canada dated January 7, 2004 with respect to the County's application for funding under the Action Plan 2000 on Climate Change – Commercial/Industrial Buildings Retrofit Initiative. The County has applied for funding of an energy study for Lambton Meadowview Villa in Petrolia to determine what improvements can be made. Under the above program the County can recover up to 50% of the study costs. It is the goal of the program to encourage energy saving upgrades to commercial/industrial facilities as part of the Federal commitment to Kyoto and the reduction of Green House Gas. Applications will only be made for studies that have been approved through a department's budget process. The applications are coordinated by George Leenhouts.

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

Following the energy study, the energy retrofits identified will need to be budgeted in the individual department's budget and move through the usual budget approval process before implementation. Natural Resources Canada requires execution of a standard agreement for each funding application. I would propose that George Leenhouts be authorized to execute these agreements on the County's behalf based on the approved budget for each application.

Recommendation

That George Leenhouts, Co-Coordinator, Facilities Services be authorized to execute funding agreements with Natural Resources Canada for applications under the Action Plan 2000 on Climate Change – Commercial/Industrial Buildings Retrofit Initiative where such funds have been budgeted and approved in the subject department's current budget.



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

2. From the revised Infrastructure and Development/Social and Health Services Committee on September 17, 2003 “\*Refer motion #16 of the Infrastructure and Development/Social and Health Services Committee minutes dated September 17, 2003, back to staff to allow time to meet with City Planning Department staff, industry representatives and any other interested parties to discuss the issues raised.”  
Staff report is attached.

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

1.      Accounts

Total for the month of November & December:

Planning & Development	\$ 59,525.46
Emergency Services	\$ 13,436.57
Building Services	\$ 14,727.66

2.      Accounts Verification

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

3.      Items of Committee Interest

- a)      Work in Progress

Enniskillen Official Plan

Council will meet the second week of January to discuss the new Official Plan. Staff will meet with the new Council members on January 20<sup>th</sup> at which time they will be introduced to the draft plan and discussion will indicate when the first of the public meetings will occur.

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

Village of Point Edward Official Plan and Zoning By-law

Staff has completed the review of the base document with Council and we are waiting to hear from affected property owners regarding the need for special policies for the waterfront area. Regardless, it is expected that a final draft will be prepared for Council's consideration at their February meeting.

Plympton-Wyoming Comprehensive Zoning By-law

Comprehensive Zoning By-law 96 of 2003 was passed on November 26, 2003. One appeal has been received so the by-law is not yet in force. Consideration is being given to the submission of a request to the OMB to allow the portion of the by-law that is not under appeal to come into effect.

Village of Oil Springs

The new village council meets in January and will discuss the draft plan including maps and text.

Township of St. Clair Parking Study

Work continues on the second phase of the Parking Study. The second phase includes a community survey and public meeting. The survey has been mailed and the results of the returned surveys are being tabulated by our department. The Public Meeting will be held on January 19, 2004.

b) Official Plan Amendment # 9 – The Town of Plympton-Wyoming

Official Plan Amendment #9 was approved by the County on January 8, 2004. The newly amalgamated Town of Plympton-Wyoming placed in effect a new Official Plan in July of 2001. In developing a new implementing zoning by-law it has been deemed desirable to change the policies applying to particular properties. It is also deemed desirable to provide more comprehensive provisions regarding the "Lakeshore Area" for the purpose of providing detailed zone regulations for lakeshore properties that vary somewhat from current "Lakeshore Area" policies. Other amendments are intending to correct errors or provide clarification to portions of the Official Plan that have emerged as problematic subsequent to its passing.

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

Amendment No. 9 to the Official Plan will correct problems in the current Official Plan and provide alterations to the Official Plan required for implementing a new comprehensive zoning by-law for the amalgamated Town of Plympton-Wyoming.

A concurrent Comprehensive Zoning By-law, By-law 97 of 2003, was passed on November 26, 2003.

c)      Final Approval for the Next Phase of Glenview Estates

County approval for the next phase of Glenview Estates plan of subdivision in Petrolia was signed on December 19, 2003. The Plan has been registered.

d)      Annual Southwestern Municipal Conference

D. Posliff and W. Nywening attended the annual Southwestern Municipal Conference “Opportunities for Innovation” on December 5, 2003. The conference was held at the Lamplighter Inn in London and sponsored by AMO and the Municipal Services Office of the Ministry of Municipal Affairs.

Will attended two workshops – Community Improvement Plans (CIP) and the Rural Economic Development Data & Intelligence (REDDI) website.

The CIP workshop provided an overview of the CIP planning process, and covered areas such as public and stakeholder consultation, and the consensus building for community improvement priorities. The development of Brownfield CIP's was also highlighted.

The REDDI website contains retail sale, employment sector and business sector information for all of Ontario as well as a number of tools for calculating some economic indicators at the municipal level. For example, by comparing local employment in a particular sector in 1991 and 1996 to provincial employment in the same sector, a ‘location quotient’ is determined which gives an indication of the role or future role of the industry in the local economy.

Dave also attended two workshops – “Conflict Resolution Skills” and “Wind Energy – Innovative Power for the Future”.

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

Conflict Resolution Skills examined conflict, myths, styles and strategies to help move from a habit (conditioned response) to a conscious strategic choice among 5 distinct conflict resolution responses. Attention was also given to the joint problem-solving approach used in mediation.

Wind Energy examined how municipalities can prepare for wind energy through building community support and developing clear, related land use policies. With an abundant wind resource and evolving electricity market, many municipalities in Ontario are exploring the economic development opportunities of wind energy.

e)      Planning Statistics for 2003

Committee of Adjustment Comments	202
Zoning By-law Amendments	34
Official Plan Amendments	7
Land Division Applications	13
Land Division Development Fee	5
Woodlot Applications	8
Letters of Compliance (Zoning Confirmations)	199
Plan of Subdivision Applications (Draft Approval)	3
Plan of Subdivision Extension	3
Part Lot Control	1
Final Approval	3
Official Plan Amendment Approvals	18

f)      Nutrient Management Act

Articles from:

- The Ontario Ministry of Agriculture and Food (OMAF) website;
- Voice of the Farmer (December 9<sup>th</sup> edition) regarding the provincial government's recent decision to move the policing of its Nutrient Management Act to the Ministry of the Environment.
- OMAF news release regarding the Provincial Nutrient Management Advisory Committee.

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

g)      Strong Communities (Planning Amendment) Act

News article from MAH on Strong Communities. The provincial government is proposing amendments to the Planning Act. Following are the proposed planning reforms from The Ministry of Municipal Affairs website:

“If passed, the *Strong Communities (Planning Amendment) Act* will put the public first, by opening up the planning process by allowing more time for public scrutiny, boosting environmental protection and better protecting the public interest.

The proposed *Strong Communities (Planning Amendment) Act* includes measures that would:

- put the public interest first by preventing appeals to the Ontario Municipal Board (OMB) of urban expansions that are opposed by elected municipal governments; and
- give the public a stronger voice in the planning decisions that affect their communities by increasing the time available for municipalities to review planning applications before they may be appealed to the OMB.
- ensure that provincial planning policies could no longer be ignored, by changing the language in the act. The reforms would require that land-use planning decisions be “consistent with” rather than “have regard to,” the Provincial Policy Statement – the document setting out the province’s priorities for how communities grow and how municipal governments protect the environment; and
- protect broader provincial interests by enabling the minister to advise the OMB if a proposed official plan zoning by-law or related amendments are matters of provincial interest. The decisions respecting such matters would then be finally determined by the Lieutenant-Governor in Council.”

We will continue to monitor these changes and attempt to gain a better understanding of the nature and impacts of these reforms. The provincial “County Planners” association, in which D. Posliff participates, may be consulted by the Province for input into the proposed changes.

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

h)    New Senior Planner Position

Barry Uitvlugt has officially assumed the position of Senior Planner as approved by County Council last year. An offer was made to a candidate for the second Senior Planner position but it was declined. We are continuing to work towards filling that position.

i)    Geographical Information System (GIS)

In preparation for the start-up of the County GIS, a number of planning staff have been receiving introductory GIS training.

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.

**MINUTES**  
**COMMUNITY SERVICES/**  
**INFORMATION TECHNOLOGY COMMITTEE**

**January 21, 2004**

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

Present: Chair D. Boushy, Warden Todd Case. Members: C. Jamieson, S. Arnold, B. MacDougall, B. McManaman, D. McGugan, J. Murray and G. Perry. Ms. C. Clarke, Ms. S. Murray and Mr. W. Petryschuk attended for Libraries, Museums and Gallery Lambton matters. Also Ms. C. Thayer, General Manager, Community Services; Ms. L. Ross, General Manager, Corporate Services and Mr. R. G. Van Horne, Chief Administrative Officer.  
Absent: None.

**LIBRARIES**

**Part B, Item 4 – General Manager’s Report**

- (A) **#1:** Case/MacDougall: 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 Donations**

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

**MUSEUMS**

**Part B, Item 4 – General Manager’s Report**

- (A) **#3:** Murray/Arnold: 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 – Collections Management/Library Donations**

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

**GALLERY LAMBTON**

Part B, Item 4 – General Manager’s Report

- (A) #5: Arnold/Petryschuk: That the General Manager’s Report as set out in Part A and Part B be  
(F) accepted as presented. Carried.

Part C, Item 2 – Donation of Drying Racks for Gallery Lambton’s Art Classes by Lambton College

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- (A) #6: Murray/McManaman: That the drying racks donated by Lambton College be formally  
(F) accepted and that a letter of thanks be sent to the Dean of the College in accordance with the  
County’s Recognition Policy. Carried.

**HOUSING SERVICES**

Part B, Item 4 – General Manager’s Report

- (A) #7: Arnold/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 2-17-04

- #8: Jamieson/Perry: That correspondence 2-17-04 be received and filed. Carried.

Part C, Item 2 – Policies and Procedures – Projects in Difficulty – Index No. 1.13 and Requests for Additional Subsidy – Index No. 1.14

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- (P) #9: McManaman/Arnold: That Housing Services Policies Projects in Difficulty – Index No.  
1.13 and Requests for Additional Subsidy – Index No. 1.14, be approved as presented. Carried.

**SENIOR SERVICES**

Part B, Item 4 – General Manager’s Report

- (A) #10: Arnold/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 2-18-04

#11: Case/McManaman: That correspondence 2-18-04 be received and filed. Carried.

Part C, Item 1 b) – Correspondence 2-23-04

- (A) #12: Arnold/McManaman: That staff review the reasons for the changes to the Case Mix Index (CMI) and prepare a report for consideration of the Committee in Spring 2004, outlining the reasons for the changes, as well as proposals to address the issue. Carried.

Part B, Item 2- Donations

- (A) #13: Arnold/Perry: That the donations be gratefully accepted and that thank you letters be sent in accordance with the County's Recognition Policy. Carried.

Part C, Item 3 – Alzheimer Adult Enrichment Centre Advisory Committee (AAEAC) Annual Report

- (A) #14: Case/Jamieson: That Don McGugan be appointed by the Committee to sit on the Alzheimer Adult Enrichment Centre Advisory Committee (AAEAC); and further,  
That the Revised Terms of Reference for the Committee be approved. Carried.

**EMERGENCY MEDICAL SERVICES**

Part B, Item 4 – General Manager's Report

- (A) #15: Arnold/McManaman: That the General Manager's Report as set out in part A and Part B be accepted as presented. Carried.

Part C, Item 1 a) – Correspondence 2-13-04

- (A) #16: Jamieson/McGugan: That the County of Lambton endorse the County of Bruce's resolution to lobby the Ministry of Health and Long-Term Care to reconsider its decision to close the Judson Street facility. Carried.

Part C, Item 1 b) – Correspondence 2-15-04

- (A) **#17:** Perry/Jamieson: That the County of Lambton write to the Minister of Health indicating support for this initiative, but that cost recovery must include 50% funding for ongoing service costs and that funding be extended to the 2004/2005 fiscal year and beyond for municipalities who have not yet adopted this technology but may do so at a later date. Carried.

**INFORMATION TECHNOLOGY**

Part B, Item 4 – Corporate Manager’s Report

- (A) **#18:** McManaman/Arnold: That the Corporate Manager’s Report as set out in Part A and Part B  
(F) be accepted as presented. Carried.

Adjournment

The Chair declared the meeting adjourned.

Time: 2:00 p.m.

\_\_\_\_\_  
Dave Boushy  
Chair

\_\_\_\_\_  
Ronald G. Van Horne  
Secretary



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

Lambton County Library will also be launching the Alpha Plus Deposit Collection of adult literacy resources at 11:00 a.m. on Tuesday, January 27, 2004 at the Sarnia Branch. An invitation for each committee member has been included.

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

- \$25 from Sandra Pearson, Strathroy in memory of Helen Emmett.
- \$362.17 from Sarnia Lambton Advisory Board of the CNIB for the purchase of large print books.
- \$25 from Alan & Laureen Wells, Sault Ste. Marie for use in the Point Edward Library.
- \$50 from Stan Beacock, London in memory of Bob Hyatt.
- \$25 from Ruth Burkholder, Stouffville for reference books.
- \$20 from Esme Gander, Sarnia for adult books.
- \$100 from Dan Fader, Sarnia for adult books.
- \$71.50 from Brigden Branch's donation box.
- \$35 from Bright's Grove Branch's donation box.
- \$7.70 from Camlachie Branch's donation box.
- \$24.50 from Grand Bend Branch's donation box.
- \$20 from Mallroad Branch's donation box.
- \$15.86 from Port Lambton Branch's donation box.
- \$31.38 from Sarnia Branch's donation box.
- \$44 from the Lambton Room's donation box.

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

Sale of Used Books: \$1357.65

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 January 2004

Children's Programs Calendar January 2004



**PART B**      **Monthly Activities (continued)**d)      Christmas Tours Season

Both museums mounted successful and well-booked educational programs to make the museum artifacts and story accessible to elementary school children. These programs ran from late November until Christmas. At the Oil Museum, there were a total of 11 school tours and 2 senior tours booked for a Victorian Christmas.

e)      Exhibitions

*Idle Hours...Summers By the Lake* has been largely reworked, and the exhibition now continues in condensed form, in preparation for the unveiling this year of the Keep Me Warm One Night exhibit of heritage textiles, quilts and coverlets. This exhibition will remain on display throughout the summer season as the 2004 feature. It will provide the public with an opportunity to view the early Lambton textiles in our collection which have not been shown for several years.

f)      Special Event Planningi)      Lake Smith Conservationists Annual Game Dinner

Partnership with this local group continues. Their annual dinner will be held on March 6, 2004. They have agreed to sponsor the rental and trucking of Ontario Owls exhibition from the Royal Ontario Museum, to be available for the duration of the Return of the Swans event in March.

ii)     Paint the Huron Shores Art Exhibition & Sale

The return of this popular art exhibition is timed to coincide with the Return of the Swans natural history event in March and provide a foul-weather alternative to swan viewing. This year's offering includes \$2,500.00 in prizes, and the art will be displayed March 13 to April 4, 2004. The awards presentation takes place Friday March 12.

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

iii) Imperial Oil VIP Grant

A project proposal for upgrade and improvements to the presentation of the historic first well will be submitted to Imperial Oil for implementation this summer and fall, if approved. The project will clarify and separate the several types of technology developed and utilized at Oil Springs. Several wellhead exhibits will then be placed adjacent to the historic William oil well.

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/Donations

Lambton Heritage Museum

**Artifacts Recommended for Acceptance:**

- 1940 Grand Bend business card from Paul Miller, Grand Bend.
- Framed prints on Josiah Henson theme valued at \$2500 from William Heinsohn, Sarnia.
- IHC whip socket from Anne Hume, Sarnia.
- 1950 train set from Ken Baughner, Grand Bend.
- Jerusalem Bible from Betty Haist, Grand Bend.
- 30 pcs. 1950's promotional photographs at Lakeview Casino from Janet Clark, London.

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

**Artifacts Recommended for Refusal:**

- Clinton fanning mill loan; D. McTaggart, Windsor.

**Artifacts Recommended for Disposal:**

- China cups, bowls and saucers, recommended because they are either alone, broken or chipped: W.976.195; 920; 194; 181; 977.790; .953; 708; 981.4.1.
- a saber with rotten handle, 977.2596

Oil Museum of Canada

**Artifacts Recommended for Acceptance:**

- authentic oil tanker wagon from Lu Perry, Wyoming.
- 3 hydro poles suited for 3-pole derrick from Bluewater Power.

**Artifacts Recommended for Refusal:**

- Natural gas fridge and stove from Rene Champion, Hamilton

Lambton Room Donations

- Family History of William J. & Minnie Jane Weed (nee Zavitz), donated by William R. Weed, Sarnia, Ontario.
- A Brief History and Genealogy of the James Family, donated by Lynda and Richard Walters, Courtright, Ontario.
- Wyoming Pictures 1938-39: A Video, donated by Paul Marley, Wyoming Ontario.
- Transcript of Letters Written by Dr. M.G. Graham & wife Jean Grant (Sombra) Missionaries to Formosa, Japan 1929-1936, Alexander McRae 1833-1916 and Margaret Reid 1838-1910 Sombra Township, Ontario, donated by Jean Lye, Sudbury, Ontario.
- St. Andrews Presbyterian Church, Petrolia Offering Records circa 1918-1919 (5 books), donated by Tom Walter, Petrolia, Ontario.
- History of Tile Drainage in Lambton County, donated by Dean Hodgson, Brigden, Ontario.

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

- Loyal Orange Certificate for George Bright, Bright's Grove 1866, donated by Joyce Patterson, Bright's Grove, Ontario.
- St. John's 5<sup>th</sup> Line Church Cemetery (Milliken) Markham, Ontario, donated by Ruth Mackesy, Oil City, Ontario.
- The John Askin Papers Volumes I and II: 1747-1820, donated by Ron Van Horne, Forest, Ontario.
- Thedford Fair Board Records (3 boxes), donated by Linda Koolen, Arkona, Ontario.
- Births, Marriages and Deaths: Vital Statistics from the Watford Guide-Advocate 1875-1885, The Wanstead Disaster No. 5 December 26, 1902, donated by Bill Coristine, London, Ontario.

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)**b)     Upcoming Exhibitions

Hendrikus Bervoets: For the Sake of Passion (Main Gallery), February 21 to March 27, 2004. London artist Hendrikus Bervoets, has explored the techniques of collage for most of his career. In the past he has taken various sheets of torn paper in different colours and stuck them down in an abstract composition. Very often the broken and torn edge (white) provides a dramatic contrast with the flat colour surfaces. The title refers to his way of working creatively, which he describes as “an explosion of passion.”

How Artists Work: From initial idea to final realization (Sadie A. Knowles Gallery), February 21 to March 27, 2004. Taking the working methods of six Canadian artists, the exhibition explores the process that the artist goes through from the initial sketch to the finished work of art. Works will be used from the permanent collection, Museum London, the McMichael Canadian Art Collection and two private collectors. For the first time ever, several pairs will be placed together such as Frederick Varley’s two portraits of Mary Kenny of Sarnia (c. 1921) and the sketch and the final canvas of Tom Thomson’s *Chill November*.

c)     Loans from the Permanent Collection

Edwin Holgate’s *The Lumberjack* has been loaned 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.

A.Y. Jackson’s small sketch, *Fog on Eclipse Sound*, August 1927 has been requested by the National Gallery of Canada (NGC) for an exhibition of Tom Thomson and members of the Group of Seven that will tour five venues in the United States from February 2006 to August 2007. This will be curated by Charlie Hill, Curator of Canadian Art at the NGC and Megan Bice, former curator at Gallery Lambton (Sarnia Public Library and Art Gallery) and now an independent curator.

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

d)    Gallery Lambton Advisory Committee Minutes

Minutes of the November 10<sup>th</sup>, 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

None at this time

2..   Donations

Lambton College has generously donated some drying racks for Gallery Lambton's art classes. Since they are rather large and heavy, Ariel Lyons of Bear Creek Studio, has agreed to store them temporarily until the Gallery can properly accommodate them.

Recommendation

That the Drying Racks generously donated by Lambton College be formally accepted and that a letter of thanks be sent to the Dean of the College in accordance with the donations policy.



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

Recommendation

That correspondence # 2-17-01 be received and filed.

2.      Policies and Procedures

a)      Projects in Difficulty - Index No. 1.13

The Projects in Difficulty Policy outlines the procedures for identifying Housing projects which are in difficulty and the procedures outlining the remedies and reporting requirements.

b)      Requests for Additional Subsidy – Index No. 1.14

The Requests for Additional Subsidy Policy outlines the procedures to be followed if a request for additional subsidy is received from a Housing Provider.

Recommendation

That Housing Services Policies Index No. 1.13 and Index No. 1.14 be approved as presented.



**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)      2-18-04 A Memorandum, dated December 30, 2003, from the Ministry of Health and Long-Term Care outlining their new policy related to compliance visits/reviews. Effective January 1, 2004, compliance visits/reviews by Ministry staff will be conducted without prior notice.

Recommendation

That correspondence item #2-18-04 be received and filed.

- b)      2-23-04 - a Memorandum, dated December 10, 2003, from the Ministry of Health and Long-Term Care regarding the 2003 Level of Care Classification Results.

The 2003 classification process has resulted in a decrease in the CMI at LMV and NLRH and an increase at MGM, as follows:

	<u>2003</u>	<u>2004</u>
LMV	104.15	97.74
MGM	97.49	102.13
NLRH	94.83	90.06

This decrease amounts to an estimated loss of revenue in 2004 of \$117,029 for LMV and \$137,074 for NLRH.

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

Recommendation

That staff review the reasons for the changes to the CMI and prepare a report for consideration of the committee in Spring 2004, outlining the reasons for the changes, as well as proposals to address the issue.

2.      Donations

An electric organ was donated to the North Lambton Outreach Program by C. Doyle.

North Lambton Rest Home received a cash donation from T. Parker, resident.

Recommendation

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

3.      Alzheimer Adult Enrichment Centre Advisory Committee (AAEAC)

Attached is the AAEAC 2003 Annual Report and Revised Terms of Reference for the Committee. The only change in the terms of reference is in the name of the Committee – from Alzheimer Adult Enrichment Centre Advisory Committee to the Adult Day Programs Advisory Committee. The name change is to recognize the broader areas that the Committee is involved in with the addition of the MGM and North Lambton Day Programs. Each year the Chairperson for the Advisory Committee is appointed by the Community Services Committee.

Recommendation

That a Chairperson for the AAEAC be appointed by Committee; and further,  
That the Revised Terms of Reference for the Committee be approved.



**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)      2-13-04 - a letter dated November 6, 2003 from the County of Bruce regarding the Judson Street closure. The County of Bruce has passed a resolution lobbying the Ministry of Health and Long-Term Care to reconsider its decision to close the Judson street facility.

Recommendation

That the County of Lambton endorse the County of Bruce's resolution.

- b)      2-15-04 - a memorandum dated December 19, 2003 from the Ministry of Health and Long Term Care regarding GPS/AVL Technology eligibility costs. The correspondence has announced one-time funding for GPS/AVL for fiscal year 2003/2004. This funding applies to service providers which have AVL/GPS currently in use or will have by January 31, 2004. The letter clearly states that municipalities currently pursuing the purchase of these systems will not qualify for funding assistance, at this time.

Recommendation

That the County of Lambton write to the Minister of Health indicating support for this initiative, but that cost recovery must include 50% funding for on-going service costs and that funding be extended to the 2004/2005 fiscal year and beyond for municipalities who have not yet adopted this technology but may do so at a later date.

**INFORMATION TECHNOLOGY**  
**CORPORATE MANAGER'S REPORT**

**January 21, 2004**

**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

\$189,714.88

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)      Geo-smart, BRAND, COBRA Fund Applications

We expect to receive the first installment of the Geo-smart funding in late January.

The ESRI (GPS) software has been ordered and delivered. The hardware has also been ordered and we expect delivery by 01/28/04. Once all of the pieces have arrived, software installation and configuration can commence.

GIS Software training has begun and will continue into March. We have had many requests for training both internally as well as from other businesses and constituent municipalities which is very encouraging.

b)      Senior Services

The pre-authorized payment module will undergo testing January 19 and will be implemented live upon a successful test.

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

Information Technology has been working closely with Senior Service and Staff at MGM on the move to the New MGM. It is expected that by the first week in January all technology will be ready for MGM staff to use when they move later in the month.

c)      Miscellaneous Items

Progress has been made on the development of our Intranet site. Yet to complete are modifications to the calendar functionality, user security and login logic, email integration, and the bulletin board function. All programming is expected to be completed by the end of January with implementation to follow in February.

The County's email server software has been upgraded to the newest version which will allow us to implement internet/intranet email. It also contains a number of other enhancements. The hardware has also been upgraded to improve speed, reliability, and increase mailbox size limits.

IT is in process of upgrading the Library's Geac database to the newest version as well as an upgrading to a new server. The database change will add functionality to the software to include acquisitions, holdings, and periodicals and will help with their staffing changes. The new Server increases performance as well as increases the amount of information the libraries can store as there was little disk space left.

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.