

MINUTES
INFRASTRUCTURE AND DEVELOPMENT/
SOCIAL AND HEALTH SERVICES COMMITTEE

February 18, 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, D. Kirkland and J. Foubister. Also Mr. J. Kutyla, General Manager, Infrastructure and Development Services; Mr. K. Dick, General Manager, Social and Health Services; Ms. L. Ross, General Manager, Corporate Services and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: C. Ivey.

PUBLIC WORKS

Part B, Item 5 – General Manager’s Report

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

Part C, Item 2 – Department Memorandum dated January 21, 2004 Regarding the Whitebread-Tapp Drain Bridge

- (F) **#2:** Foubister/Burns: That the anticipated surplus funds (approximately \$50,000.) for Project
(B) CR083 – Whitebread-Tapp Drain Bridge Replacement be placed in the Roads Capital Reserve for projects to be budgeted in the 2005 Capital Program. Carried.

Part C, Item 3 – Road Widening and Dedications – Mandaumin Road (County Road #26) – 1465 Mandaumin Road, R.R. #2, Tupperville and 2344 Oil Springs Line, R.R. #1, Brigden

- (A) **#3:** Dedecker/Davidson: That the Warden and Clerk be authorized to purchase, dedicate and register the following Transfer/Deeds for road widening purposes, and that the appropriate By-Laws be presented to County Council for its consideration:
- a) Part of the N ½ of Lot 30 (0.797 Ac.), Concession 12, designated as Parts 1, 2, 3 and 4 on Reference Plan 25R-8393, St. Clair Township, County of Lambton; and,
 - b) Southwest ¼ of Lot 33 (0.391 Ac.), Concession 1, designated as Part 6 on Plan 25R-8587, Dawn-Euphemia Township, County of Lambton. Carried.

NEW BUSINESS

- (A) Staff will arrange a tour of County Roads’ projects for the Committee. The tentative date will be Friday, April 16, 2004 at 8:00 a.m. (County Administration Building, Wyoming).

PLANNING AND DEVELOPMENT AND BUILDING SERVICES

Part B, Item 5 – General Manager’s Report

- (A) #4: Dedecker/Foubister: 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 – Department Memorandum dated January 29, 2004 Regarding the Sign Shop

- (A) #5: Kirkland/Burns: That the County Sign Shop focus on the maintenance of the County 9-1-1
(F) system (street blades and hardware, property blades and sign posts); and further,

That notice be sent to agencies of the intent to scale back the operation of the sign shop, effective
April 1, 2004. Carried.

OTHER BUSINESS

- (A) The Committee was brought up to date regarding the status of the Lambton County Groundwater
Study. The consultants will do a short presentation to each Standing Committee in April, as well
as provide an Executive Summary of the study findings.

This portion of the meeting adjourned.

Time: 9:40 a.m.

SOCIAL SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #6: Dedecker/Foubister: 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 3-5-04

- (A) #7: Davidson/Burns: That correspondence 3-5-04 be received and filed. Carried.

Part C, Item 1 b) – Correspondence 3-8-04

- (A) #8: Case/Foubister: That the County of Lambton approve the utilization of the Federal Early
(F) Learning and Child Care Initiative in the amount of \$85,400.00 (100%), as detailed in
correspondence 3-8-04 to support special needs outreach services in rural Lambton County.
Carried.

Part C, Item 2 – Social Services Department – Intake Screening Unit Review

- (A) #9: Davidson/Case: That Lambton County Council petition the government to expand the Terms of Reference for the Intake Screening Unit Review to include a cost/benefit and client service analysis of dismantling of Intake Screening Units and returning the intake function to Consolidated Municipal Service Managers. Carried.

COMMUNITY HEALTH SERVICES

Part B, Item 4 – General Manager’s Report

- (A) #10: Dedecker/Kirkland: 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) and b) – Correspondence 3-4-04 and 3-7-04

- (A) #11: Davidson/Burns: That correspondence 3-4-04 be endorsed, and further, that correspondence 3-7-04 be noted and filed. Carried.

Part C, Item 2 – Control of the West Nile Virus in Lambton County

- (A) #12: Kirkland/Burns: That the County enter into a partnership agreement with the St. Clair Parks Commission to provide catch basin larvaciding services and monitoring as part of the County’s West Nile Virus control program for 2004. This agreement should be based upon the proposed rate of \$3.00 per application per catch basin and subject to the negotiation of a final contract acceptable to both parties. Carried.

Adjournment

The Chair declared the meeting adjourned.

Time: 10:15 a.m.

William Bilton
Chair

Ronald G. Van Horne
Secretary

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

February 18, 2004

PUBLIC WORKS

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

No matters at this time.

PART B **Monthly Activities**

1. Accounts

Totals for the months of January:

Roads	\$ 788,917.40
Waste Management	\$ 248,003.83
Facilities Services (County Building)	\$ 41,597.89

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. Revenue Verification

Revenues received during the month of January:

Roads	\$ 274,594.00
Waste Management	\$ 38,740.00
Facilities Services	\$ 238.00

i) Were any receipts NOT included in the current year's budget?	No
ii) Were any receipts significantly LESS than budgeted?	No
iii) Were any receipts significantly MORE than budgeted?	No

PART B **Monthly Activities**

4. Items of Committee Interest

a) Article from Solid Waste Magazine dated February 2, 2004

The article, written from the perspective of Canadian Waste Services, is recommending that the Province of Ontario establish a process to resolve the waste disposal crisis. As you know, Canadian Waste is proposing to expand two of its existing landfill facilities in Ontario, one in Richmond and one in Warwick. The Terms of Reference for the Richmond Environmental Assessment was quashed by an Ontario Court in 2003. As a result, the entire Environmental Assessment process is up in the air. Staff will continue to update the Committee on the progress of Canadian Waste Services regarding the Warwick Landfill.

5. 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. Department Memo dated January 21, 2004 re: Whitebread-Tapp Drain Bridge Replacement

The replacement of this bridge was approved as part of the 2003 Capital Program. The cost of this project is shared with Chatham-Kent and has been included as part of the 2004 Capital Program using the funds approved in last year's Capital Budget. Construction on the project will be undertaken this summer. At this point in time, it is expected that the project will result in a County surplus of approximately \$50,000. It is proposed that once the savings are known at the completion of the project, that they be placed in the Roads Capital Reserve to fund projects that will be approved in the 2005 Capital Budget.

PART C **Other Matters Requiring a Motion (cont'd)**

Recommendation

That the anticipated surplus funds (approx. \$50,000) for Project CR083 – Whitebread-Tapp Drain Bridge Replacement be placed in the Roads Capital Reserve for projects to be budgeted in the 2005 Capital Program.

3. Road Widening and Dedications

Purchase of land for road widenings on C.R. #26 (Mandaumin Road) for planned improvements:

- a) \$2,391 (0.797 Ac @ \$3,000/Ac.) for a 17 foot widening from H.A. Langstaff, 1465 Mandaumin Road, R.R. #2, Tupperville; and,
- b) \$1,173 (0.391 Ac. @ \$3,000/Ac.) for a 17 foot widening from C.M. & R.M. Rumbold, 2344 Oil Springs Line, R.R. #1, Brigden.

Recommendation

That the Warden and Clerk be authorized to purchase, dedicate and register the following Transfer/Deeds for road widening purposes, and that the appropriate Bylaws be presented to County Council for consideration:

- a) Part of the N½ of Lot 30 (0.797 Ac.), Concession 12, designated as Parts 1, 2, 3 and 4 on Reference Plan 25R-8393, St. Clair Township, County of Lambton.
- b) Southwest ¼ of Lot 33 (0.391 Ac.), Concession 1, designated as Part 6 on Plan 25R-8587, Dawn-Euphemia Township, County of Lambton.

Adjourn.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

February 18, 2004

PLANNING & DEVELOPMENT, BUILDING SERVICES and EMERGENCY SERVICES

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

None at this time.

PART B **Monthly Activities**

1. Accounts

Total for the month of January:

Planning & Development	\$ 1,741.32
Emergency Services	\$ 10,687.77
Building Services	\$ 7,475.51

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. Revenue Verification

Revenues received during the month of January:

Planning & Development	\$ 2,863.00
Emergency Services	\$ 0
Building Services	\$ 22,714.00

i) Were any receipts NOT included in this year's budget?	No
ii) Were any receipts significantly LESS than budgeted?	No
iii) Were any receipts significantly MORE than budgeted?	No

PART B **Monthly Activities (continued)**

4. Items of Committee Interest

a) Work in Progress

Township of Enniskillen Official Plan

Council will meet the March 2nd to discuss the new Official Plan. The required Public Meeting will be held on March 30, 2004.

Village of Point Edward Official Plan and Zoning By-law

It is expected that the final draft will be presented to Council for consideration at their February 10, 2004 meeting.

Town of Plympton-Wyoming Comprehensive Zoning By-law

The new zoning by-law was passed by Plympton-Wyoming Council on November 23, 2004, and appealed by Sawmill Creek (appellant) regarding conditions for “permitted apartment” on a golf course. The appellant had indicated a willingness to permit the balance of the by-law to come into effect and letters were sent by the Town to the Ontario Municipal Board (OMB) requesting this. At this point, the appellant has not forwarded a letter to the OMB supporting their position. Council has approved suggestions by the appellant for a revision of the provisions in question. The appellant seems agreeable to the suggested changes and we are waiting confirmation of this before forwarding the requested wording changes to the OMB. It is anticipated that a resolution can be found without a hearing by the OMB.

Town of Plympton-Wyoming Official Plan Amendment # 9

Official Plan Amendment #9 addresses a number of housekeeping issues as well as the new Lakeshore Area provisions. It was passed by Plympton-Wyoming Council on November 23, 2003, approved by the County of Lambton on January 8, 2004, and in force on January 29, 2004.

Village of Oil Springs

On Tuesday, March 9th staff will be meeting with the new mayor and council to discuss the draft official plan and mapping.

PART B **Monthly Activities (continued)**

Township of St. Clair Parking Study

Work is winding down on the second phase of the Parking Study. A Public Meeting to discuss the study was held on January 19th. Phase 3 will start sometime in March. It involves an analysis of site opportunities and constraints. The viability of developing a municipal parking lot will be discussed in this phase. In addition, a comprehensive list of parking issues will be identified.

b) Emerald Ash Borer and Tree Cutting

Attached is an article from the Toronto Star website regarding 60,000 ash trees that are to be cut to halt the spread of the Emerald Ash Borer. The cull in Chatham-Kent was expected to begin January 26, to meet the Canadian Food Inspection Agency's March 31 deadline.

Articles from the Tuesday, February 3, 2004, edition of the Voice of the Farmer are also attached for the committee's perusal. Also attached is an executive summary of the final report prepared by Pam Livingston who headed the County's EAB program in 2003. A much more detailed report is available for those interested.

c) New County of Lambton Woodlands Conservation By-law Under the Municipal Act

To date, the following municipalities have up-delegated the authority to enforce the County's Woodlands Conservation By-law for woodlots 0.2 hectares to 1 hectare in size:

The Township of Brooke-Alvinston	The Town of Plympton-Wyoming
The Township of Dawn-Euphemia	The City of Sarnia
The Village of Oil Springs	The Township of Warwick
The Village of Point Edward	

Department Staff have attended at the Township of St. Clair and are scheduling a meeting with Enniskillen Council to review the by-law and address concerns.

PART B **Monthly Activities (continued)**

d) Statistics: October to December, 2003

5. 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. Department Memo dated January 29, 2004 regarding the County Sign Shop

Staff memo regarding the proposed refocus of the primary duties of the County Sign Shop is attached for the committee's perusal.

Recommendation

That the County Sign Shop focus on the maintenance of the County 9-1-1 system (street blades and hardware, property blades and sign posts); and further,

That notice be sent to agencies of the intent to scale back the operation of the sign shop, effective April 1, 2004.

SOCIAL & HEALTH SERVICES DIVISION
GENERAL MANAGER'S REPORT

February 18, 2004

SOCIAL SERVICES DEPARTMENT

PART A Follow-up from Previous Month(s)

1. No matters to report at this time.

PART B Monthly Activities

1. Accounts

A listing of accounts (\$2,037,177.46) 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

Revenues received during the month for the Social & Health Services Division / Social Services Department / Ontario Works program amounted to \$652,423. 00. With regards to these receipts, please be advised that:

- a) Were any receipts NOT included in the current year's budget? No
- b) Were any receipts significantly LESS than Budgeted? No
- c) Were any receipts significantly MORE than Budgeted? No

3. Items of Committee Interest

- a) Children's Services Department – Statistical Report

Number of Children, by Age Group

Age Group	Age	# of Children January 31, 2003	# of Children January 31, 2004
Infant	0 – 17 months	52	39
Toddler	18 – 31 months	139	99
Preschool	32 months – 5 yr.	319	265
Kindergarten	5 – 6 years	121	114
School Age	6 – 9 years	129	148
Other	Over 9 years	65	68
TOTAL		825	733

PART B **Monthly Activities (continued)**

Total Exits (Children) in January

Age Group	Age	# of Children January 31, 2003	# of Children January 31, 2004
Infant	0 – 17 months	9	5
Toddler	18 – 31 months	23	8
Preschool	32 months – 5 yr.	25	21
Kindergarten	5 – 6 years	5	9
School Age	6 – 9 years	15	17
Other	Over 9 years	7	4
TOTAL		84	64

b) Social Services Department – Statistical Report

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

c) Social Services Department – National Child Benefit

The Federal and Provincial governments introduced the National Child Benefit (NCB) Program in 1998. The program aims to prevent and reduce the depth of child poverty in Canada, promote labour market attachment by ensuring that families will always be better off as a result of working, and reduce overlap and duplication by harmonizing program objectives and benefits across jurisdictions.

As a component of the NCB program, Committee will recall that staff is required to develop an annual reinvestment plan for the Ontario Works savings. The following is an update of NCB initiatives over the past year in which \$412,000.00 was invested and 13,754 people received service.

PART B **Monthly Activities (continued)**▪ Families and Schools Together

The Families & School Together (F.A.S.T.) program is delivered by the Family Counselling Centre and involves families in circles of support that empower parents to help their children succeed. There is an intense eight-week program for high-risk children and their families with two years of follow-up. The project has been expanded to the next level of the F.A.S.T program called BABY F.A.S.T. which targets high risk children that have had babies and brings in a third generation element to the F.A.S.T. program. \$7,000.00 of the fund was used for the BABY F.A.S.T. program.

Funds Invested: \$ 40,000.00 Adults Served: 127 Children Served: 137

▪ Youth Recreation and Sports Program

The Youth Recreation and Sports Program (YRASP) is delivered by the YMCA and is based on the research of Dr. Gina Browne. Dr. Browne's research focuses on addressing the mental health of mothers and their children's recreational needs to increase the exit rate from social assistance.

Funds Invested: \$ 73,000.00 Children Served: 871

▪ Peer Nutrition

The Community Health Services Department delivers the Peer Nutrition project in partnership with community food banks and agencies. Activities focus on 'training the trainers' that go out in their community to provide basic nutrition information to the needy through cooking classes.

Funds Invested: \$ 40,000.00 Adults Served: 1,137 Children Served: 2,834

▪ Welcome Basket Cooking Club

This program is delivered by the Community Health Services Department and the funds distributed were used to teach low income mothers to prepare food cost effectively while learning nutritional information and networking with peers.

Funds Invested: \$ 25,000.00 Adults Served: 310 Children Served: 462

PART B **Monthly Activities (continued)**

▪ Childcare

Funds distributed to the Children's Services Department increase the number of childcare spaces in the County of Lambton.

Funds Invested: \$ 60,000.00

Children Served: 52

▪ Homelessness Program

The total funds transferred to the Homelessness budget are allocated to the following programs that are described within the Homelessness Plan.

Funds Invested: \$94,000.00

▪ YMCA Resource Centres

The YMCA delivers an 'After School' program and a 'Summer Day' program in partnership with the Lambton County Housing Services Department, for children living in a specific neighbourhood.

Funds Invested: \$42,000.00

Children Served: 1,427

▪ My Turn

My Turn provides early child development programs to families that support and emphasize the parenting skills necessary to provide a nurturing, responsive and stimulating environment for children, especially those from low income families.

Funds Invested: \$2,000.00

People Served: 6397

▪ Administration - Overhead

The cost of administering business to reduce the depth of child poverty (wages 1 FTE) Funds Invested: \$36,000.00

d) Social Services Department – Homelessness Report

As a result of the Province's Homelessness Initiatives Fund staff developed a local plan to address the issue of homelessness.

PART B **Monthly Activities (continued)**

Committee will recall that input was sought from key stakeholders in the community and a needs assessment was conducted to identify local issues in the development of this plan. The following is intended as an update of the Homelessness initiatives over the past year in which \$190,000.00 was invested and 33,333 people received service.

- Homelessness Program

The Inn of The Good Shepherd provides a Homelessness program that includes a process to inform and educate the general public about poverty in general and homelessness in particular in the County of Lambton; provision of one-stop access to telephone and printed information about support services for people who are at risk of becoming homeless and for those who are; a dedicated staff position that is responsible for the co-ordination of the community's response to homelessness including service provision, advocacy and development (ie. explore avenues of attaining all recommendations in the Needs Assessment)

Funds Invested: \$ 50,000.00

People Served: 238

- Emergency Shelter

This program is provided by The Inn of The Good Shepherd, The Salvation Army and St. Vincent de Paul for putting people up in hotels in emergency situations. It is funded on a per diem basis through the Ontario Works program.

Funds Invested: 0

People Served: 118

- Food Distribution

An Agreement is in place with The Inn of The Good Shepherd (soup kitchen) to enhance their food distribution programs. A one time grant was issued this year to assist in the transportation of large quantities of food from the Waterloo Food Bank for distribution to the local food banks located in the County of Lambton.

Funds Invested: \$ 20,000.00

People Served: 32,791

PART B **Monthly Activities (continued)**

▪ Rent-Utility Bank

The Inn of The Good Shepherd, The Salvation Army and St.Vincent De Paul deliver the rent-utility bank program and funds are used to help pay rent and utility bills of families facing eviction.

Funds Invested: \$70,000

Families Served: 156

▪ Housing Worker

The Inn of The Good Shepherd provides a Homelessness program that includes a dedicated staff position responsible to provide assistance to homeless people in securing permanent accommodations and providing support to that person to help with retaining the accommodation.

Funds Invested: \$40,000

People Served: 30

▪ Common Intake Tool

An Agreement is in place with The Inn of the Good Shepherd as the lead agency in developing a Common Intake Tool that will be used by all agencies that have agreements with the County to deliver Homelessness Programs, designed to deliver the statistical analysis back to the County to assist with monitoring the local state of homelessness.

Funds Invested: \$10,000.00

▪ Snuggle Up Sarnia-Lambton

Staff has been invited to be part of the organizing team for the Snuggle Up Sarnia-Lambton project. Snuggle Up Sarnia-Lambton is a project to knit or crochet squares which can be sewn into blankets for needy people (e.g. homeless) in the community. Senior VIP Community Support Services is taking the lead on this project. Some of their members have been knitting, crocheting and sewing squares into blankets for distribution to The Inn of The Good Shepherd, The Salvation Army and the local Humane Society.

PART B **Monthly Activities (continued)**

Senior VIP Community Support Services will also be extending an invitation to the County Library. An invitation to participate in this project will also be extended to the residents of the County of Lambton's Long Term Care Facilities.

▪ Sarnia Lambton Training Board

Staff is exploring the possibility of working with Sarnia Lambton Training Board as they develop their annual environmental scan "Trends, Opportunities and Priorities" to assess resources and gaps in employment resources through out the County.

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) 3-5-04 Correspondence from the Minister of Community & Social Services regarding the motion passed by Lambton County Council concerning social assistance rates in Ontario.

Recommendation

That correspondence 3-5-04 be noted and filed.

- (b) 3-8-04 Correspondence from the Ministry of Community & Social Services regarding the 2003/04 Federal Early Learning & Child Care Initiative, approving one-time funding in the amount of \$85,400.00.

The Province of Ontario recently announced one-time funding as a result of the 2003/2004 Federal *Early Learning and Child Care Initiative* in the amount of \$85,400.00. As a consequence of the Ministry's very tight timeline staff submitted a plan to the Ministry conditional on Committee and Council's approval.

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

With the devolution of child care services to the County of Lambton a Child Care Business Plan was developed and approved by County Council identifying the following service priorities for children 0 – 6 years of age with special needs:

- To provide co-ordinate range of services for special needs
- To ensure access to a range of quality programs that enable individuals to maximize their potential
- To provide information and support to families with special needs children
- To provide information and support to providers working with children with special needs

In June 2003, child care centre supervisors in the County of Lambton identified that the current service system with respect to special needs resourcing was in crisis. The child care community could no longer successfully integrate children with special needs. Children, whose needs could not be met through the child care agencies, were either not enrolled or discharged. The County, in consultation with the community provided an interim solution with a commitment to prioritize the implementation of a new model.

To facilitate a long term solution staff conducted several public consultations in the fall of 2003 to ensure the identified priorities in the Child Care Business Plan remained in effect. During this process parents in the rural communities were clear that they were experiencing multiple challenges and barriers in accessing support for their children.

The required services were only available in the City of Sarnia, through Pathways Health Centre for Children. Parents were adamant that services needed to be provided to parents and families in the rural areas of the County on an outreach basis.

To build community capacity and to enhance services for children in the rural areas to achieve these priorities staff are recommending that the available funds be used to enhance special needs resourcing. Staff has initially identified Forest as a site for the provision of intense services in the rural area.

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

Forest currently hosts the Ontario Early Years Centre as well as the Forest Medical Centre. North Lambton Child Care can provide space, partnerships with the specialized services, and accessibility to parents and children in the northern part of the County.

Pathway's Health Centre for Children currently is initiating an outreach model of mobile clinicians to provide services to families in the community. The unit would consist of an Occupational Therapist, Speech Therapist and a Resource Teacher. Since Pathways is a current service provider and experts in the provision of intense supports, staff sought their input for the identification and purchase of equipment that could be used in a rural setting. Pathways Services for Children supported, and is committed to, the concept of a rural outreach program for parents and children with special needs.

The plan for the 2003/04 is only the initial phase for the provision of specialized services in the rural community. In the long term as part of the Request for Proposals for Special Needs Resourcing additional rural outreach sites will be identified.

The Ministry's template for the utilization of the identified funds is attached for Committee's information.

Recommendation

That the County of Lambton approve the utilization of the Federal Early Learning and Child Care Initiative in the amount of \$85,400.00 (100%), as detailed in correspondence 3-8-04 to support special needs outreach services in rural Lambton County.

2. **Social Services Department - Intake Screening Unit Review**

The Ministry of Community and Social Services will be undertaking a review of Intake Screening Units (ISU) and the Ontario Works application process. A request for proposals was posted in late January, 2004.

An ISU review steering committee comprised of senior provincial and municipal government officials has been established to oversee the review. The ministry expects the successful proponent to consult with ministry staff, ISU staff, Consolidated Municipal Services Managers/District Social Services Administration Boards (DSSAB) staff and any other stakeholders identified during the review.

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

Specifically the review will provide recommendations regarding the appropriate number of ISUs, the scope of work and services that should be provided by the ISU, and attribution of costs to Consolidated Municipal Service Managers (CMSMs). In addition, there will be a review of best practices in the call centre industry to improve ISU operations and a review of service and program efficiencies.

Municipalities across Ontario have long questioned the business case rationale used to substantiate the establishment of ISUs. Productivity and efficiency indicators are not currently being met. Four (4) out of 7 ISUs are reporting financial concerns. Some municipalities have been required to dedicate staff locally to deal with clients in crisis, whereas in the past this function was handled by on-site intake staff. And while some municipalities experienced improved “turn around” time from contact to eligibility, some like Lambton saw increased timelines.

Staff recommends that Lambton County Council petition the government to expand the term of reference for the Intake Screening Unit Review to include a cost/benefit and client service analysis of dismantling of Intake Screening Units (ISUs) and returning the intake function to Consolidated Municipal Service Managers.

Recommendation

That Lambton County Council petition the government to expand the Terms of Reference for the Intake Screening Unit Review to include a cost/benefit and client service analysis of dismantling of Intake Screening Units and returning the intake function to Consolidated Municipal Service Managers.

SOCIAL & HEALTH SERVICES DIVISION
GENERAL MANAGER'S REPORT

February 18, 2004

COMMUNITY HEALTH SERVICES DEPARTMENT

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

1. No matters to report at this time.

PART B **Monthly Activities**

1. Accounts

A listing of accounts (\$175,779.47) 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 |

Revenues received during the month for the Social & Health Services Division / Community Health Services Department programs amounted to \$ 29,061.00

- | | | |
|------|--|----|
| i) | Were any receipts NOT included in the current year's budget? | No |
| ii) | Were any receipts significantly LESS than Budgeted? | No |
| iii) | Were any receipts significantly MORE than Budgeted? | No |

3. Items of Committee Interest

- a) Environmental Health & Prevention Services

Influenza Clinics

In the year 2000, the *Universal Flu Shot* campaign was launched offering free influenza vaccine to all residents of Ontario. Prior to that year the Community Health Services Department (CHSD) provided free vaccine to seniors and those individuals who were considered "high risk" such as those receiving chemotherapy.

PART B **Monthly Activities (continued)**

Anyone else who requested vaccine was given it at a cost of \$5.00. Clinics were held in Point Edward, Petrolia, and Forest. Over the years the number of residents receiving vaccine from CHSD clinics grew from a few hundred to 23,364 during the 2003/2004 campaign.

In the fall of 2003, the Ministry of Health & Long Term Care contracted Technology Surveys International Inc. to telephone 22,200 homes in Ontario to determine coverage rates.

Interviews were conducted with 602 Lambton residents. It was reported that the average flu coverage rate for people aged 16 and over in Sarnia-Lambton was 48% (significantly higher than the provincial average of 41%.) The most significant difference was among the 16 – 24 year age group, where 35% in Lambton indicated that they had received a flu shot compared to 25% for Ontario as a whole. Doctors' offices remained the most likely location for getting a flu shot. 19% of Lambton residents vaccinated reported receiving it at the Community Health Services Department, as compared to the provincial average of 5%.

A Japanese Study demonstrated that if children were vaccinated, even if they had mild cases of influenza, it decreased the number of cases in other age groups thereby preventing fatal complications in the elderly and parental absenteeism from work. Beginning in 2000 the Department offered clinics in the schools.

This year a total of 116 clinics were held throughout Lambton County. This included 56 elementary schools, 8 secondary schools and 1 daycare. Additionally, 33 clinics were held in Community Health Services Department facilities, 11 in the community and 7 for staff in long term care facilities.

While the goal is to prevent outbreaks of influenza in our community, it remains necessary to balance accessibility with the cost to hold clinics. The Ministry of Health & Long Term Care, as well as providing free vaccine, will subsidize its administration up to \$5.00 per injection. All clinic locations were provided rent-free. More than 300 volunteers, coordinated by the Lambton Seniors' Association worked 1,068 volunteer hours registering residents and providing traffic control.

PART B **Monthly Activities (continued)**

Registered nurses were hired on a part time casual basis to provide the surge capacity to administer such a large number of injections in such a short period of time. Free advertising was obtained by arranging a photo opportunity with a Member of Parliament, by administering flu shots on air to radio personalities, and by sending out numerous media releases.

Planning in partnership with lower tier municipalities in 2004/2005 has already begun. A presentation on influenza was given at the December meeting of the Lambton County Clerks & Treasurers Association.

Municipal Clerks will be contacted to discuss the location and appropriateness of clinics in their respective municipalities. They will be asked to suggest free accommodation, request volunteer assistance and distribute advertising materials. While the goal will be to increase accessibility, Community Health Services Department staff will examine historical clinic attendance patterns in an effort to minimize costs.

Influenza Outbreaks

The influenza vaccination stimulates the body's immune system to produce antibodies to fight the virus. Seniors' immune systems are often weak and even though they receive the influenza vaccine they may generate only about a 30 % protection rate. Consequently, they are still at risk of severe illness and death in the event of an outbreak.

Criteria for defining an influenza outbreak are: one laboratory confirmed case, or two cases of acute respiratory illness within 2 days, or more than one unit having a case of acute respiratory infection within 2 days.

Lambton County experienced 5 outbreaks in long term care facilities, in December/January. All cultures from Lambton identified the organism causing influenza as A/Fujian. CHSD communicable disease nurses assisted by taking throat swabs so that a lab confirmed diagnosis could be made and antiviral medication could be given to all residents who had been in contact with the ill person. As well staff ensured that all control measures were in place to contain the spread.

PART B **Monthly Activities (continued)**

Strengthening Outbreak Control

With a 100% grant from the Ministry of Health & Long Term Care, the staff complement for communicable disease has increased by 1.5 FTE public health nurses until March 31, 2004. These public health nurses are now able to strengthen the relationship between public health and not only the hospitals but also the long term care facilities. Their role will include the following:

- Ensure infection control programs are in place
- Act as a member and provide input to the infection control committees; consult on the revision of infection control policies and procedures and an outbreak contingency plan
- Provide advice when requested for appropriate management of communicable diseases
- Provide epidemiological information regarding communicable diseases existing in the community and other institutions
- Assist in annual in-service education for health care workers.

In order to contain an outbreak of infectious diseases, the following duties apply:

- Assess all reported incidents of disease within 24 hours
- Provide ongoing monitoring, including computerized data collection and analysis and application of results
- Forward reports within 24 hours to the Ministry of Health and Long Term Care; ensure public health management of persons found to be infected with a communicable disease
- Ensure the identification and appropriate management of contacts of persons found to be infected with a communicable disease.

Food Safety

A Public Health Inspector issued 2 tickets to a Sarnia area restaurant for violations related to temperature abuse, and failing to operate a food premises in a sanitary manner.

PART B **Monthly Activities (continued)**

In 2003, a total of 229 food handlers successfully completed the Food Handler Certification Course. This includes 8 on-line, 64 home study, and 157 in class participants.

A Food Safety presentation was given to 12 participants of a local church group.

An article on "Safe School Lunch" was written for the Breakfast Program newsletter.

Safe Water

A staff inspector attended the Groundwater Steering Committee meeting regarding wells and groundwater issues in the County of Lambton. In January inspection staff attended the semi-annual joint meeting with Ministry of Environment regarding safe water issues.

Tobacco Control

Twenty Smoking Notices were sent out this period. Eleven were issued to students under 16 years and nine to students 16 & 17 years of age. Two youths failed to appear on charges under the Tobacco Control Act for holding lighted tobacco on school property.

Two additional charges have been laid under section 9(1) of the Tobacco Control Act for holding lighted tobacco in a prohibited place.

One charge was laid under section 3(2) of the Tobacco Control Act for supplying tobacco to a person under 19 years of age. Compliance checks for tobacco vendors were completed in December. The compliance rate for the County of Lambton was 75.3%. The compliance rate dropped slightly from 76% in 2002.

Sexual Health

Family Life teaching continues with Grade 9 students. Classes on birth control and sexually transmitted infections were taught to 264 students. Elementary schools have begun to book presentations for 2004.

PART B **Monthly Activities (continued)**

b) Health Promotion & Program Support

Healthy Living Lambton

The planning package for 2004 – 05 was completed and submitted to the Ministry of Health & Long-Term Care. The Healthy Living Lambton coalition terms of reference were revised.

Objectives have been set for each of the four Healthy Living Lambton (HLL) sub-groups including Children and Youth; Smoke-Free Living; Rural; and Healthy Workplaces.

Nutrition

The Lambton Diabetes Prevention Project is sponsoring an event focusing on Work-Life Balance in relation to Diabetes Prevention. *Healthy Choices* Lifestyle series are being held in Forest and Sarnia. A Nutrition presentation was given to participants of the food handler's course. Grocery Shopping Tours were conducted for Lambton College participants of Food Service Worker and Job Start programs.

Injury Prevention

The Lambton Safe Community Council, of which Community Health Services Department is a committee member, has secured \$60,000.00 for the next three years from the Ontario Trillium Foundation. The funds will be applied to operational expenses and the Risk Watch Injury Prevention Program.

Physical Activity

A presentation on setting SMART health goals was delivered at Bayside Mall. A presentation on "Keys to Active Families" was delivered to Early Years Centres.

New "*Share the Road*" signs have been posted on roads that are part of the Lambton County Regional Trail System. These signs link roadways with off-road trails and remind motorists to respect cyclists and other trail users. A recent news article, appearing in the Courier Press, is attached for Committee's review.

PART B **Monthly Activities (continued)**

Tobacco Use Prevention

Supporting friends or family members in their goal to quit smoking was the focus of National Non-Smoking Week. The provincial Quit and Win Contest was launched. For more information visit www.lambtonhealth.on.ca. The Lungs are for Life program for elementary school students was also launched.

Substance Abuse Prevention

A joint regional meeting with school boards, Chatham-Kent public health and other community partners was held to link substance abuse prevention programs. The Drug Awareness Committee has arranged to sponsor Dr. Ron Clavier to come to speak with parents and students on substance abuse prevention in February.

Worksites and Schools

The Lambton School Breakfast Program Network was recognized on the "Honour List" presented annually by Mayor Bradley, City of Sarnia. In addition to supporting the County employee wellness initiative, Healthy Living Lambton will be working in partnership with UBE Automotive, IAPA, Ethyl/Terra and the Employment Resource Centre to promote workplace wellness.

Early Detection and Cancer Prevention

Staff attended a regional planning and evaluation session to create a population health framework for cancer prevention/early detection programs. The goal is to align regional and local efforts with the objectives identified in *Cancer 2020*, a Cancer Care Ontario report. The Health Promotion and Program Support Manager and the Acting Medical Officer of Health attended a meeting in Toronto to discuss details of Colorectal Screening Pilot project. A funding Agreement is expected soon.

PART B **Monthly Activities (continued)**

Early Child Development Projects

A new parent resource guide is being produced, in partnership with the Ontario Early Years Centre and Bluewater Health. The guide will contain a local service directory as well as articles on topics such as transition to parenting, breastfeeding, and injury prevention - and will be distributed to every new parent.

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) 3-4-04 Correspondence from the North Bay & District Health Unit requesting local obligated municipalities to write the Premier of Ontario and Minister of Health & Long-Term Care to 100% fund all Mandatory Health Programs and Services Guidelines.
- (b) 3-7-04 Email correspondence announcing the creation of Canada's first-ever Emergency Medical Assistance Team (EMAT) which will allow a special unit of health professionals to spring into action in the event of an infectious disease outbreak.

Recommendation

That correspondence 3-4-04 be endorsed, and further, that correspondence 3-7-04 be noted and filed.

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

2. Control of West Nile virus in Lambton County

The 2003 West Nile virus Control Plan included the following components:

- Public education to reduce mosquito breeding sites and methods of personal protection
- submission of dead crows for identification of the West Nile virus to the Canadian Cooperative Wildlife Centre at the University of Guelph
- setting mosquito traps throughout the county and sending them for identification of West Nile virus to Brock University
- monitoring catch basins for mosquito larvae
- larviciding 15,000 catch basins when larvae were identified.

The primary vector of the West Nile virus is the Culex Pipiens mosquito. This species is primarily urban. Catch basins and storm drains provide the ideal habitat for breeding this species of mosquito because of the debris and organic material. Control of the Culex Pipiens is an early intervention to the build up of West Nile virus in a community and reduces the number of human cases of infection.

Methoprene is the larvicide of choice for treating catch basins. It does not kill larvae but rather interferes with the development of the mosquito and consequently, adults do not hatch from the pupal stage. Methoprene has a low toxicity and poses little risk to people.

It degrades rapidly in sunlight both in water and inert surfaces. It also rapidly metabolizes in soil and does not leach. It is likely that Methoprene will be degraded and diluted by the time it reaches fresh water bodies.

In 2003 an agreement was made with PCO Services to provide monitoring of 35 strategically located catch basins. When mosquito larvae were found in 90% of them, Methoprene was applied to 13,500 catch basins throughout the County on June 28/03 and one month later on July 31/03 at a total cost of \$148,211. The Ministry of Health & Long Term Care reimbursed 100% of the \$7,725 for the Methoprene and 50% or \$70,243 of the cost of its application. The County's share was \$70,243.

The 2004 West Nile virus control plan is the same as last year and the Ministry of Health & Long Term Care have verbally committed the same funding.

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

There were limited options available to the County in order to provide the required larvaciding services in 2003. However staff committed to explore alternate methods for 2004 to deliver this service in a more cost effective and efficient manner.

In investigating alternate solutions, it was determined that for the most part other municipalities had contracted larvaciding and monitoring in the same manner that the County of Lambton had employed. At least one municipality had trained its own staff to complete the work.

While reviewing the cost benefit of utilizing County staff to complete this work, a discussion was held with the St. Clair Parks Commission. The Commission, a long time partner of the County, owns and operates a number of recreational based properties throughout the County including the St. Clair Parkway Golf Course in Mooretown. As part of this stewardship, the Parkway employs individuals who regularly manage and use pesticide, herbicide and the like and posses a variety of classes of licenses to apply these products. They have a vast amount of experience in the safe and efficient application of this type of products as well as a reputation as an environmentally friendly organization.

The Parks Commission has presented a proposal in which they would partner with the County to fulfill all of the monitoring of catch basins for the presence of mosquito lava and if necessary, supply all of the necessary larvaciding of these catch basins throughout the year. They would be responsible for obtaining all of the necessary permits and for training their staff in both monitoring and larvaciding operations. The County would receive weekly monitoring reports and maintain control of when and if larvaciding was to occur.

The proposal includes all of the services provided by PCO Services in 2003 but at a cost of \$3.00 per catch basin per application as opposed to the \$5.00 per catch basin paid in 2003. This would produce a saving of over \$80,000 in the delivery of this service in comparison to last year.

For a number of years the St. Clair Parks Commission has experienced severe financial pressures due to many economic reasons. During this time it has been challenged with locating alternate sources of funding in order to reduce its need for operating grants. This proposed partnership would aid the Commission by creating a new source of revenue that could be grown in the future. A relationship of this nature is in keeping with the County's Strategic plan in the area of partnerships.

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

In addition it provides more control for the County through the Medical Officer of Health to control any larvaciding operation either through application by zones or timing. This level of control was not possible in the previous arrangement.

In summary, this proposed partnership provides significant benefits to both parties as well as the residents of the County of Lambton. It provides a significant cost reduction in the provision of this service whilst maintaining the County's control of the process. At the same time it provides the Parks Commission with a much needed alternate source of revenue while re-enforcing the partnership between our two organizations.

Recommendation

It is recommended that the County enter into a partnership agreement with the St. Clair Parks Commission to provide catch basin larvaciding services and monitoring as part of the County's West Nile virus control program for 2004. This agreement should be based upon the proposed rate of \$3.00 per application per catch basin and subject to the negotiation of a final contract acceptable to both parties.

MINUTES
JOINT MEETING OF THE
COMMUNITY SERVICES/INFORMATION TECHNOLOGY AND
INFRASTRUCTURE AND DEVELOPMENT/SOCIAL AND HEALTH SERVICES
COMMITTEES

February 18, 2004

A joint meeting was held at the County Building at 12:00 p.m. on the above date.

Present: Chair Warden Todd Case. Members S. Arnold, Wm. Bilton, D. Boushy, J. Burns, P. Davidson, J. Dedecker, J. Foubister, C. Jamieson, D. Kirkland, B. MacDougall, B. McManaman, J. Murray and G. Perry. Also Mr. J. Kutuba, General Manager, Infrastructure and Development Services; Mr. K. Dick, General Manager, Social and Health Services; Ms. C. Thayer, General Manager, Community Services; Ms. L. Ross, General Manager, Corporate Services; Mr. J. Innes, Corporate Manager, Financial Services/Treasurer and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: D. McGugan, M. Bradley and C. Ivey.

FINANCE

Mr. John Innes, Corporate Manager, Financial Services/Treasurer, presented the 2004 Operating and Capital Budget – Introduction and Tabling of The Draft Working Document.

Adjournment

The Chair declared the meeting adjourned.

Time: 12:30 p.m.

Todd Case
Warden

Ronald G. Van Horne
Secretary

MINUTES
COMMUNITY SERVICES/
INFORMATION TECHNOLOGY COMMITTEE

February 18, 2004

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

Present: Chair Dave Boushy, Warden Todd Case. Members: C. Jamieson, S. Arnold, B. MacDougall, B. McManaman, 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: D. McGugan.

LIBRARIES

Part B, Item 5 – General Manager’s Report

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

Part C, Item 1 a) – Correspondence 3-2-04

- (A) **#2:** Jamieson/Case: That Stephanie Murray be appointed to represent Lambton County Library
at the Trustee Council and that notification be sent to Susannah Ketchum. Carried.

Part C, Item 1 b) – Correspondence 3-6-04

- (A) **#3:** Clarke/Jamieson: That library management staff work with Heather Cassidy and the
Wyoming branch staff to try to accommodate the Ontario Early Years proposal. Carried.

Part C, Item 2 – Donations

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

MUSEUMS

Part B, Item 5 – General Manager’s Report

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

Part C, Item 2 – Collections Management

- (A) #6: Murray/McManaman: That the donations be gratefully accepted and that thank you letters be sent in accordance with the County's Recognition Policy. Carried.

OTHER BUSINESS

The Lake Smith Conservation Group's annual wild game dinner will be held at the Lambton Heritage Museum on March 6, 2004. Tickets are still available.

GALLERY LAMBTON

Part B, Item 5 – General Manager's Report

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

Part C, Item 2 – Gallery Lambton Strategic Plan

- (A) #8: MacDougall/McManaman: That the Strategic Plan prepared by the Gallery Lambton Advisory Committee be accepted as presented and that staff be instructed to develop a long range operational plan, in consultation with the Advisory Committee, in order to implement the recommendations; and further,

That the Committee members be provided with a letter of thanks for their efforts in preparing the report. Carried.

HOUSING SERVICES

Part B, Item 5 – General Manager's Report

- (A) #9: Arnold/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 1 a) – Correspondence 3-3-04

- #10: MacDougall/Arnold: That correspondence 3-3-04 be received and filed. Carried.

Part C, Item 2 – Policy and Procedures – Complaint Procedures – Index No. 1.15 and Maximum Rents – Index No. 2.9

- (P) #11: Perry/Jamieson: That the Complaint Procedures Policy – Index No. 1.15 and the Maximum Rents Policy – Index No. 2.9 be approved as presented. Carried.

SENIOR SERVICES

Part B, Item 5 – General Manager’s Report

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

EMERGENCY MEDICAL SERVICES

Part B, Item 5 – General Manager’s Report

- (A) #13: Case/Jamieson: 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 3-1-04

- (A) #14: Jamieson/Perry: That the Minister of Health and Long-Term Care and the Minister of
Municipal Affairs once again, be advised of the County’s position as it relates to the current level
of funding provided by the Province, the closure of Judson Street and the provincial cap on
wages. Carried.

INFORMATION TECHNOLOGY

Part B, Item 5 – Corporate Manager’s Report

- (A) #15: Arnold/Case: That the Corporate Manager’s Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Adjournment

The Chair declared the meeting adjourned.

Time: 2:00 p.m.

 Dave Boushy

Chair

 Ronald G. Van Horne

Secretary

PART B **Monthly Activities (continued)**

Plans are also currently being made to participate in Lieutenant Governor James K. Bartleman's Book Program, an initiative to collect used books for school libraries serving First Nations in Ontario's North. Finally Lambton County Library branches will be working with Community Health Services and their Early Childhood Development - Injury Prevention Project to make their Parent/Child Program resources more widely available.

- c) Library Restructuring
- d) Internet Sustainability Grant – The Library has received a \$108,000 grant for Public Internet Access. This grant is a continuation of funds received in prior years that allow for internet access in the branch libraries. The funding pays for equipment (computers and printers) training and internet charges.

5. 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) 3-2-04 A memo, dated January 5, 2004, from Susannah Ketchum, Chair, Southern Ontario Library Service Board requesting the committee appoint a member to represent Lambton County Library at the Trustee Council.

Recommendation

That the committee appoint a member to represent Lambton County Library at the Trustee Council and notification be sent to Susannah Ketchum.

- b) 3-6-04 A letter from Heather Cassidy, Manager of the Ontario Early Years Centres requesting accommodation in the new Wyoming library facility upon completion of construction, to provide collaborative services in the Wyoming area.

PART B **Monthly Activities (continued)**

Recommendation

That library management staff work with Heather Cassidy and the Wyoming branch staff to try to accommodate the Ontario Early Years proposal.

PART C **Other Matters Requiring a Motion**

2. Donations

- \$100 from Mr. & Mrs. Lindeyer, Florence for children's programs in Florence.
- \$85 from Attic Books, London for reference material.
- \$16.76 from Attainment Company for autism materials.
- \$14.05 from Point Edward's donation box.

Sale of Used Books: \$64.95

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)**

b) Book launch for The Fairbank Family Story:

Pat McGee’s book will be formally unveiled February 28th, at 7 p.m. at the Oil Museum. It explores four generations of Fairbank oilmen, the changing times and approaches to production, and reflects on the development of the community around them. The museum will receive a commission on each book sold that night and assisted with the publication of the volume by way of securing an Imperial Oil VIP grant.

c) Special Events

Lake Smith Conservationists Game Dinner:	March 6
Return of the Swans, speakers, films, activities	March 15- April 4
Paint the Huron Shores Art Exhibition	March 12- April 4

d) Heritage Sarnia-Lambton

This County-wide museums network of 11 heritage facilities has received a \$25,000 grant from the Ministry under the CTMF ‘SARS-relief’ fund. The grant will be used to counter the downtrend in admission revenues by marketing the growing Ontario segment of the tourist market. The prime focus will be a regional campaign of TV spots that will extend throughout 2004. The museums are not required to contribute funding beyond their annual level of joint advertising through Heritage Sarnia-Lambton’s website, brochures, placemats and ad placements. Corporate partners will also be sought to participate in the ad campaign.

e) Drill Rig Restoration:

Union Gas corporate volunteers continue to work on replacement of the huge walking beam on the Canadian drill rig, despite inclement weather.

5. General Manager’s Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

None at this time.

2. Collections Management:

Lambton Heritage Museum

Artifacts Recommended for Refusal:

- George White #6 thresher; Marion Miller, Dashwood.
- Baby crib, from China 1914. Marion McKinley descendants, London.

Oil Museum of Canada

Artifacts Recommended for Acceptance:

None at this time.

Lambton Room Donations

- 150 Years of Local News: 1853-2003 (6 copies), donated by The Observer, Sarnia, Ontario
- A Little Bit of Me, donated by Myrtle King, Sarnia, Ontario
- Correspondence of Archibald McIntyre, Brooke Township circa 1880's, donated by Ken Ferguson, Watford, Ontario
- Kilmartin Pioneers 1815-1855, Our Presbyterian Family 1997 (Guthrie Alvinston; St. Andrew's, Napier; Cameron, Euphemia), The Alvinston Presbyterian Charge 1986, Lambton: An Illustrated History of the County, Ancestors and Descendants of George McIntyre Gates and Mabel (Irene) Dennison, The McLeans History 1747-1995, Descendants of Hugh McIntyre, Descendants of William Gates, Miscellaneous Pamphlets pertaining to Lambton, donated by Hector McNeil, Watford, Ontario.
- Vestry Minutes 1980-1990, Vestry Book 1967-1993, 5 Contribution Books 1943-1959, Parish Register: Baptisms 1912-1959, Marriages 1930-1984, Burials 1931-1982, Miscellaneous Papers, donated by St. John-in-The-Wilderness Church, Bright's Grove, Ontario
- \$2000 from the Ontario Genealogical Society, Lambton County Branch for use in the Lambton Room.
- \$100 from Sara Casey, Pennsylvania for use in the Lambton Room.
- \$35 from Richard Small, Point Edward for use in the Lambton Room.
- \$49.63 from the Lambton Room's donation box.

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

Recommendation

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

PART B **Monthly Activities (continued)**

- b) Winter & Spring Art Classes for Children
Four Creative Wigglers Classes are being offered. Thus far, the first two on Thursdays and Fridays are running with 6/12 and 12/12 participants. Four other art classes are being offered for children ages 6 to 8 and 9 to 13. The first two have 12/15 and 10/15 respectively. The second two, beginning on February 28th have both 3/15 registered.
- c) Looking At Art, a series of five lectures and panel discussions on various aspects of art: "How to Buy Art," "Flying Higher," "What is Art for Anyway?" "Vanishing Cultures," and "Paddles & Petticoats" will be held at Gallery Lambton on Wednesday evenings beginning at 7:00pm from February 11 to June 16, 2004.
- d) Tuesday Noon Videos. A series of 8 sessions is being held at the Senior VIP Centre, Bayside Mall, from January 27 to March 16, 2004. These videos were kindly loaned by Joseph and Ivana Platzer of Alvinston. These videos focus on the stunning collections of the Hermitage Museum, St. Petersburg, Russia.
- e) Current Exhibitions

Hendrikus Bervoets: For the Sake of Passion (Main Gallery), February 21 to March 27, 2004. Mid-career, 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." Saturday, February 28, 2004, at 3:00pm a walking tour with the exhibiting artist, Hendrikus Bervoets will be offered.

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 creative process that the artist goes through from the initial idea 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 including Frederick Varley's two portraits of Mary Kenny of Sarnia (1921), and the sketch and the final canvas of Tom Thomson's *Chill November*. The Curator will lead a walking tour of the exhibition on Saturday, February 21, 2004, at 3:00pm.

PART B **Monthly Activities (continued)**

f) Upcoming Exhibitions

Look '04 The 51st Annual Juried Art Exhibition (Main Gallery), April 3 to May 8, 2004. This is a multi-media exhibition that includes something for everyone, from traditional to contemporary. The two jurors this year are: Brian Meehan, Executive Director, Museum London; and Jamelie Hassan, a professional artist from London, Ontario. Funds are currently being sought from potential sponsors and there is a fee of \$10.00 for each work submitted. Usually, there are about 200 entries with about 45 being accepted.

Tony Urquhart Drawings from the Permanent Collection (Sadie A. Knowles Gallery), April 3 to May 8, 2004. In 2000, nationally known and respected artist, Tony Urquhart, generously donated 43 drawings and 2 original prints to the collection. This year, his wife, the Canadian author, Jane Urquhart donated a further drawing that relates to his box sculpture already in the collection. Tony Urquhart recently had solo exhibitions of his drawings at the National Gallery of Canada, and at Museum London. On April 24, 2004, at 3:00pm a walking tour with exhibiting artist, Tony Urquhart will be offered.

g) Upcoming Events

Saturday, February 7, 2004, 3:00pm. Walking tour by Sarnia artist, Mark Stebbins.

Saturday, March 6, 2004, 3:00pm. Opening reception for the Gift Shop exhibition, *Dreaming Higher*. This is an art organization project, organized by Sarnia artist, David Moore, of four kites created by 54 artists.

h) Loans from the Permanent Collection

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

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

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

PART B **Monthly Activities (continued)**

A.Y. Jackson's small sketch, *Fog on Eclipse Sound*, August 1927 has been requested by the National Gallery of Canada for an exhibition of Tom Thomson and members of the Group of Seven that will tour to five venues in the United States from February 2006 to August 2007. This show 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.

- i) Statistics
- j) Gallery Lambton Advisory Committee Minutes

Minutes of the January 12, 2004 meeting.

5. 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. Gallery Lambton Strategic Plan

Recommendation

That the Strategic Plan prepared by the Gallery Lambton Advisory Committee be accepted as presented and that staff be instructed to develop a long range operational plan, in consultation with the Advisory Committee, in order to implement the recommendations.

PART B **Monthly Activities (continued)**

5. 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) 3-3-04 - Rental Market Report issued quarterly by Canada Mortgage and Housing Corporation. This report provides Vacancy Rates and Average Rents for the City of Sarnia including Point Edward and the former Moore Township.

Recommendation

That correspondence # 3-3-04 be received and filed.

2. Policy and Procedures

- a) Complaint Procedures – Index No. 1.15
The Complaint Procedure Policy outlines procedures for residents and staff to follow when filing or responding to complaints.
- b) Maximum Rents – Index No. 2.9
This Maximum Rent Policy establishes the maximum rents payable for Rent-Geared-to-Income units owned by the County of Lambton established pursuant to Ontario Regulation 298/01.

Recommendation

That Policies 1.15 and 2.9 be approved as presented.

PART B **Monthly Activities**

c) MGM

The move into the new MGM was successfully completed on January 31st and Feb 1st. Half the residents moved on Saturday and the remainder were transferred on Sunday. Many thanks go to Sarnia Transit (Care a Van), the staff and great number of volunteers, all of whom contributed greatly to the move. Plans for the Grand Opening on March 5th have been put on hold due to concerns related to resident care. Some residents are still disorientated and medically fragile and it was felt that an Open House could cause additional stress and/or exposure to the flu. A new date will be set for early spring, once everyone is more settled.

5. General Manager's Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

None at this time.

PART B **Monthly Activities (continued)**

- d) The management team has been working on the requirements for Certification Review. The pre-visit survey was completed and sent to the Team Leader on January 30, 2004. The Review will take place February 24-26.
- e) The deployment revisions related to Non-Emergency Transfers were implemented as of February 01, 2004. To date there has been little feedback from any of the stakeholders affected by this change in policy.

5. 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) 3-1-04 – A letter dated January 7, 2003 from Cochrane District Social Services Administration Board regarding the Closure of Judson Ambulance Supply Centre and other critical issues regarding Land Ambulance Provision. The County of Lambton has previously endorsed all of the issues addressed in this letter – the lack of true 50/50 funding, cross border billing issues, the 1% provincial cap on wages and the closure of Judson Street. However, given the current media articles regarding the potential review of land ambulance services by the province, it is recommended that the County, once again, reiterate their position regarding the above issues.

Recommendation

That the Minister of Health and Long-Term Care and the Minister of Municipal Affairs once again, be advised of the County's position as it relates to the current level of funding provided by the Province, the closure of Judson Street and the provincial cap on wages.

INFORMATION TECHNOLOGY
CORPORATE MANAGER'S REPORT

February 18, 2004

INFORMATION TECHNOLOGY

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

None.

PART B **Monthly Activities**

1. Accounts

A listing of accounts will be available at the meeting.

Total for the month of October \$238,989.07

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. Revenue Verification

Revenue received during the month of January To be provided at meeting.

- | | | |
|------|--|----|
| i) | Were any receipts NOT included in the current year's budget? | No |
| ii) | Were any receipts significantly LESS than Budgeted? | No |
| iii) | Were any receipts significantly MORE than Budgeted? | No |

4. Items of Committee Interest

a) Geo-smart, BRAND, COBRA Fund Applications

We are still awaiting the first installment of the Geo-smart funding. We have been told that all documentation is at the MNR and is complete. Once we receive the signed documentation we can complete the cheque request. Funding should arrive within 4 weeks after that.

PART B **Monthly Activities (continued)**

The hardware has been delivered and is being configured. ESRI will be installing the software during the week of February 16th. Jason Hannigan, GIS Specialist, has started with the county effective February 9th.

GIS Software training is continuing.

b) Senior Services

The pre-authorized payment module has been successfully implemented.

The MGM move was successful with all communications, computer equipment, and phone equipment installed and working.

c) Miscellaneous Items

We are on track for the February launch of the Intranet site.

IT is in process of upgrading the Library's Geac database is being installed during the week of February 9th. IT is working closely with the Library staff in the planning of the March deployment.

POA collections software has been installed and will allow them to track better unpaid fines.

POA has also switched network connections as part of the Ministry's ICON application. The network is more reliable than the old connection and will provide fewer problems for County staff.

IT increased the disk capacity for users at the CHSD.

5. 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.