

MINUTES
INFRASTRUCTURE AND DEVELOPMENT/
SOCIAL AND HEALTH SERVICES COMMITTEE

April 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. Burns, P. Davidson, 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 and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: J. Dedecker, M. Bradley and C. Ivey.

SOCIAL AND HEALTH SERVICES DIVISION

COMMUNITY HEALTH SERVICES DEPARTMENT

In-Camera

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

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated May 5, 2004.)

Open Meeting

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

SOCIAL SERVICES DEPARTMENT

Part B, Item 4 – General Manager’s Report

(A) #2: Case/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) to c) – Correspondence 5-12-04, 5-13-04 and 5-15-04

#3: Davidson/Kirkland: That correspondence 5-12-04, 5-13-04 and 5-15-04 received and filed. Carried.

Part C, Item 2 – Social Services Department – National Child Benefit – 2004 Reinvestment Plan

- (A) #4: Foubister/Burns: That the National Child Benefit – 2004 Reinvestment Plan for the County
(F) of Lambton, Ontario Works municipal savings portion, be accepted as presented. Carried.

Part C, Item 3 – Social Services and Housing Services Departments – Eligibility Review Program

- (A) #5: Davidson/Burns: That the County of Lambton authorize staff to proceed with the
(F) implementation of the Eligibility Review Program as mandated by the Social Housing Reform
(P) Act, and further,

That the Eligibility Review Officer Referral Policy 1.18 be approved as presented. Carried.

COMMUNITY HEALTH SERVICES DEPARTMENT

Part B, Item 5 – General Manager’s Report

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

Part C, Item 1 a) to f) – Correspondence 5-16-04, 5-17-04, 5-18-04, 5-19-04, 5-20-04 and 5-21-04

#7: Burns/Kirkland: That correspondence 5-16-04, 5-17-04, 5-18-04, 5-19-04, 5-20-04 and 5-
21-04 be noted and filed. Carried.

Part C, Item 2 – Food Safety Inspection Program – 2003 Summary

- (A) #8: Case/Davidson: That the Food Safety Inspection Program – 2003 Summary, be accepted as
presented. Carried.

Part C, Item 3 – Detox Centre Report dated April 1, 2004

- (A) #9: Foubister/Burns: That the Detox Centre Report dated April 1, 2004 be accepted as
presented. Carried.

This portion of the meeting adjourned.

Time: 10:15 a.m.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION

Delegation – Lambton Groundwater Study

A summary of the results of the Lambton County Groundwater Study highlights, were presented by the Consultants (Rob Kell – Dillon Consulting, Brad Benson – Golden Associates), with an overview by the Project Manager (Brian McDougall – St. Clair Region Conservation Authority).

- (A) #10: Davidson/Kirkland: That the Committee accept and support the Lambton County Groundwater Study as presented. Carried.

PUBLIC WORKS

Part B, Item 4 – General Manager’s Report

- (A) #11: Davidson/Case: 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 5-2-04

- (A) #12: Kirkland/Case: That staff work with the Township of Brooke-Alvinston on whether they require the MTO Alvinston Maintenance Yard; and further,

That a report detailing the mechanics of a sale/purchase/transfer, be brought back to the Committee should the Township wish to pursue the acquisition of the former MTO Alvinston Maintenance Yard from the County. Carried.

Part C, Item 1 b) – Correspondence 5-4-04

- (A) #13: Davidson/Burns: That a 40 km/hr speed zone be implemented on Petrolia Line (County Road #4) from a point west of its intersection with Huggard Street to a point of just east of Oil Street; and further,

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

Part C, Item 1 c) – Correspondence 5-5-04

- (A) #14: Foubister/Kirkland: That the County allow the Sarnia ReStore Warehouse operated by Habitat for Humanity free tipping at the County’s landfill; and further,

That staff annually monitor quantities disposed at the landfill to assess the impact of same. Carried.

Part C, Item 2 – Road Widening and Dedications – Purchase of Land from Alex and Margaret McGregor, 2926 McCallum Line, R.R. #1, Wilksport

- (A) #15: Davidson/Kirkland: 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 consideration:
- a) All of S½ Lot 30, Concession 14, designated as Part 2 on Plan 25R-8586, St. Clair Township (formerly Sombra), County of Lambton. Carried.

Part C, Item 3 – Memorandum dated April 5, 2004 Regarding the Household Hazardous Waste Collection Program 2004-2006

- (A) #16: Case/Foubister: That the Warden and Clerk be authorized to enter into an agreement with
(F) Clean Harbors Canada Inc., to provide the services necessary to manage and operate the County's Household Hazardous Waste Collection Program as outlined in their proposal for a three-year period (2004-2006) with an option to renew for a further three years. Carried.

PLANNING AND DEVELOPMENT AND BUILDING SERVICES

Part B, Item 4 – General Manager's Report

- (A) #17: Foubister/Davidson: 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 3-23-04

- (A) * #18: Case/Kirkland: That the 9-1-1 Central Emergency Reporting Bureau (CERB) Contract be
(F) ** awarded to the Ontario Provincial Police for the geographic service area consisting of the County of Lambton, excluding the City of Sarnia and Aamjiwnaang First Nations, at a cost of \$30,045.48 annually for three years, with an option to renew for a further three years; and further,

That the Warden and Clerk be authorized to execute the agreement on behalf of the County. Carried.

- * Amend motion #18 of the Infrastructure and Development/Social and Health Services Committee minutes dated April 21, 2004 to exclude the Village of Point Edward and to amend the cost to \$28,866.82 – see Council May 5, 2004, mot. #15.
- ** That 9-1-1 call taking be charged on the levy as a County service – see Infrastructure and Development/Social and Health Services Committee June 16, 2004, mot. #15.

Part C, Item 1 b) – Correspondence 5-3-04

- (A) #19: Case/Foubister: That the County pay the Sarnia Police Services Board \$6,660.00 monthly
(F) for the provision of interim 9-1-1 call taking services. Carried.

Part C, Item 1 c) – Correspondence 5-7-04

- (A) #20: Davidson/Case: That the County enter into an agreement with the Lambton County Fire
(F) Prevention Association (LCFPA) outlining the following provisions:
- a) The County will take ownership of the van currently owned by the Town of Plympton-Wyoming at the LCFPA's cost;
 - b) The County will agree to license and insure the van on an annual basis;
 - c) The LCFPA will maintain and store the van at its own expense;
 - d) The LCFPA will notify the County of any accident or other matter which may give rise to an insurance claim in a timely manner; and,
 - e) The LCFPA will be responsible for any claims against the County that may fall within the County's deductible. Carried.

Part C, Item 2 – Proposed Recreation Centre Management Contract with the Red Cross, Sarnia-Lambton Branch

- (A) * #21: Case/Kirkland: That the County of Lambton enter into a three (3) year service contract
(F) with the Red Cross, Sarnia-Lambton Branch, to coordinate and manage reception centres on a County-wide basis, at a cost of \$27,000.00 for the first year (with an increase of 1% for each additional year of the contract); and further,

That Section 9.0 of the County's interim Emergency Response Plan (Coordination of Evacuation Centres), as approved by By-Law No. 21 of 2003, be amended to designate the Red Cross as having responsibility for reception centre management in Lambton County and that all references made to the Rotary Club in the County's Emergency Response Plan be removed. Carried.

- * Refer motion #21 of the Infrastructure and Development/Social and Health Services Committee minutes dated April 21, 2004 back to the Committee in order to explore more options – see Council May 5, 2004, mot. #16.

Part C, Item 3 – County Weed Inspector

- (A) #22: Kirkland/Foubister: That Ron MacDougall be appointed as the Area Weed Inspector for
(F) the County of Lambton; and further,
(W)

That the said Ron MacDougall shall hold office at the pleasure of Council and subject to the provisions of the Weed Control Act, as amended, and shall exercise all authority, powers and rights thereof, and shall perform all the duties and obligations which, by Statute or By-Law, are or may be conferred or imposed on the Weed Inspector; and further,

That the said Ron MacDougall shall be paid remuneration in the amount equivalent to a Roads Technician, at the appropriate step of the agreement between the Corporation and the Lambton County Employees' Association, as it is made from time to time, plus mileage at the rate set by Council from time to time, for work performed in carrying out his duties; and further,

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

Carried.

OTHER BUSINESS

Motion #1 of the Infrastructure and Development/Social and Health Services Committee Minutes dated March 17, 2004 Regarding the Set Up of a Special Committee to Review the 2005 Budget

- (A) #23: Davidson/Case: That Cam Ivey be the representative from the Standing Committee for Infrastructure and Development/Social and Health Services. Carried.

Appointees to the Children's Aid Society Board

- (A) #24: Case/Burns: That Patricia Davidson and Don McGugan be appointed to sit on the Children's Aid Society Board. Carried.

O.P.P. 9-1-1 – Orillia

The Committee arranged a tour of the O.P.P. Orillia 9-1-1 Operations Centre for Thursday, May 20, 2004. We will leave at 8:00 a.m. County Councillors not on the Committee are also invited to attend. Please let Jan Lembke (845-0801 ext. 344) know if you are interest.

Adjournment

The Chair declared the meeting adjourned.

Time: 11:45 a.m.

William Bilton
Chair

Ronald G. Van Horne
Secretary

PART B **Monthly Activities (continued)**

b) Children’s Services Department - 2004 Rate Negotiations

The Children’s Services Department provides subsidized child care to over 1,000 children in the County of Lambton. The Department purchases child care spaces through purchase of service agreements with not-for-profit and profit centres.

Staff will commence rate negotiations with the child care agencies in April, for implementation in January 2005. Staff will continue to update Committee as to the progress of the rate negotiations.

c) Children’s Services Department – Statistical Report

Number of Children, by Age Group

Age Group	Age	# of Children March 31, 2003	# of Children March 31, 2004
Infant	0 – 17 months	53	42
Toddler	18 – 31 months	127	94
Preschool	32 months – 5 yr.	325	265
Kindergarten	5 – 6 years	119	129
School Age	6 – 9 years	141	158
Other	Over 9 years	66	74
TOTAL		831	762

Total Exits (Children) in March

Age Group	Age	# of Children March 31, 2003	# of Children March 31, 2004
Infant	0 – 17 months	5	2
Toddler	18 – 31 months	29	11
Preschool	32 months – 5 yr.	22	15
Kindergarten	5 – 6 years	8	10
School Age	6 – 9 years	14	6
Other	Over 9 years	10	6
TOTAL		88	50

PART B **Monthly Activities (continued)**

d) Social Services Department – FOCUS Workshop

The Ontario Works Service Plan identified the need to develop training programs targeted to smaller groups of individuals and geared to the identification and removal of barriers to employment. In response to this need, the FOCUS workshop has been developed in partnership with Lambton College - Literacy & Basic Skills. It is based on a successful Grey County program. It is a five week, intensive training program that assists individuals who have been in long term receipt of social assistance become employed.

The first five week session commenced March 22, 2004 and is being delivered to a group of twelve participants, Monday through Thursday at Lambton Shared Services Centre.

The program is co-facilitated by Ontario Works and Lambton College staff, and brings together components offered by community agencies, training providers and local employers. At the conclusion of the workshop, participants will be assigned to an Ontario Works employment caseworker who will assist in bridging the gap from social assistance to paid employment.

Individuals were interviewed for the opportunity to participate. Feedback provided by participants and staff has been extremely positive to date. The contributions and assistance provided by local agencies, training providers and local employers has been greater than anticipated and well received by participants. Ontario Works staff will evaluate the program in consultation with workshop participants and Lambton College. Modifications to the program will be made as required, and frequency of delivery will be dependent on successful outcomes for participants. Funding for this initiative was approved as part of the Enhancement Funding Utilization Plan.

e) Social Services Department – Advance Case Management Training

Committee will recall that Ontario Works staff is participating in the provincial *Advanced Caseworker Training* initiative though 2003/2004. Training is being delivered to Ontario Works staff from the County of Lambton and the Municipality of Chatham-Kent.

PART B **Monthly Activities (continued)**

The management and casework fundamental modules have been completed to date. Eight management staff from Ontario Works and Social Planning participated in the week long Team Building, Leadership, Conflict Resolution and Coaching sessions held in October. In addition, all sixty Ontario Works staff participated in the Casework Fundamental modules offered from November 2003 through March 2004. This training covered advanced interview techniques that assist in controlling interviews and obtaining results in working with hard to employ individuals.

Training continues April through September 2004, with forty-two (42) caseworkers' and supervisory staff scheduled to attend sessions on Caseworker Tools and Motivating the Participant.

f) Social Services Department – Statistical Report

The attached Ontario Works statistical report is for the month of March 2004. The increase of 58 cases represents an increase of 3.67% over the previous month. Year-to-date, the caseload has increased by 6.77% with the average caseload at 109.3 cases per caseworker.

Month	Budget Estimate	Actual
December, 2001		1,770
December, 2002		1,534
December 2003	1,536	1,536
January 2004	1,536	1,577
February 2004	1,536	1,582
March 2004	1,536	1,640
April 2004	1,536	
May 2004	1,536	
June 2004	1,536	

g) Social Services Department – Ontario Municipal Social Services Association

A new governance model for the Ontario Municipal Social Services Association (OMSSA) has been adopted following a Business Services Review conducted in 2003, which identified advocacy and professional development as the two areas of member service requiring renewed focus.

PART B **Monthly Activities (continued)**

Under the new model, existing Committees concerned with children's services, homelessness, housing, Ontario Works, and communications will be replaced with issue-specific task forces. These task forces will be established by the OMSSA Board of Directors and will be expected to address both the advocacy and professional development perspectives of particular issues.

Historically, County staff has supported OMSSA as members of the various Committees and in a continued effort to support OMSSA Department staff will be involved with the organization in the following manner:

- Doug Ball, Manager, Social Planning & Program Support will be sitting as a member of the Advocacy Committee;
- Margaret Roushorne, Manager, Ontario Works will be a part of the "Ontario Works Simplification Task Force;"
- Sue O'Brien, Manager, Children's Services Department will be a member of the "Children's Task Force."

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) 5-12-04 Ontario Municipal Social Services Association newsletter, including details of the meeting with Minister Sandra Pupatello, regarding services to children and families; and Minister David Caplan, regarding the Affordable Housing Program.
- b) 5-13-04 Correspondence from the Sarnia-Lambton Chamber of Commerce conveying congratulations on leading the way and offering great service to the Sarnia Lambton public as demonstrated by the multi-disciplinary government cooperation available through the Lambton Shared Services Centre.

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

- c) 5-15-04 The Government Information Centre, a provincial government partner at the Lambton Shared Services Centre, was the recipient of the APEX Award. Staff were nominated and awarded in the Excellence in Partnership category.

Recommendation

That correspondence 5-12-04, correspondence 5-13-04, and correspondence 5-15-04 be noted and filed.

2. Social Services Department – National Child Benefit, Reinvestment Plan

In July 1998, the Federal and Provincial governments introduced the National Child Benefit Program (NCB.) As a component of the program, the County of Lambton is required to develop an annual reinvestment plan for the municipal Ontario Works savings. The attached plan meets all Provincial requirements and represents the 2004 National Child Benefit - reinvestment strategy for the County of Lambton, and the recently approved budget.

Recommendation

That the National Child Benefit – 2004 Reinvestment Plan for the County of Lambton, Ontario Works municipal savings portion, be accepted as presented.

3. Social Services & Housing Services Departments – Eligibility Review Program

The Ontario Works Act and the Social Housing Reform Act provide the authority for a municipality to designate persons as Eligibility Review Officers to investigate past or present eligibility for rent-geared-to income assistance or Ontario Works assistance.

The eligibility review program is well established in the County of Lambton, Social Services Department. There are three Ontario Works Eligibility Review Officers (ERO) that conduct investigations into eligibility for social assistance and child care subsidy. Effective June 1, 2004, a one year pilot project will extend the eligibility review program to include investigations in the Housing Services Department on a cost recovery basis. Training will commence for staff in May, with implementation to begin in June.

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

Property Manager's in Housing Services will continue to review complaints or allegations of undeclared income, undeclared residency or misrepresentation of information. Such a review includes meeting with tenants, requesting additional information and conducting inquiries.

A referral will be made to the Ontario Works Eligibility Review Officer when information regarding the allegation is not readily available to the Property Manager. The investigation may include obtaining documentation from employers, police, schools, financial institutions and other government departments.

The Ontario Works ERO will conduct the investigation and will provide a written report to the Property Manager. Recommendations may be made by the ERO to adjust the rent-geared-to-income assistance based on the information gathered. The Housing Services Manager will be responsible for the implementation of recommendations and will attribute savings (if any) to the investigative outcome. In the event that a decision is reached to proceed with criminal charges, the Eligibility Review Officer will prepare the Crown Brief that would be forwarded to the appropriate police force.

Reports will be maintained on the number of investigations, outcomes and savings. An assessment will be made at the conclusion of the pilot by both departments on whether the cost savings or program integrity improvements have been sufficient to continue the program. It is anticipated that the number of referrals will be less than 10 per year. The Housing Services Department will be required to reimburse the Social Services Department on a cost recovery basis; total annual amount should not exceed \$10,000.00. This expense is not within the current operating budget. However, the Social services Department has also included the additional revenue in their budget, making the transactions an overall wash.

Recommendation

That the County of Lambton authorizes staff to proceed with the implementation of the Eligibility Review Program as mandated by the Social Housing Reform Act, and further,

That Eligibility Review Officer Referral Policy 1.18 be approved as presented.

PART B **Monthly Activities (continued)**

The 2004 Operational Plan for the County of Lambton is similar to 2003 and outlines activities that include public education, source reduction, surveillance (humans, birds, mosquitoes, other animals) and larviciding.

The Ministry of Health & Long Term Care notified the Community Health Services Department that local health departments are to contract their own service provider for mosquito testing. From 1999 through 2001 the Ministry struggled to find a testing agency. Brock University agreed to do mosquito testing and also act as the Ministry consultant in all aspects of their response. For 2004, several other potential service providers self-identified their availability for this work. Consequently, the County of Lambton is preparing a Request for Quotations to send out to a list of service providers distributed by the Ministry.

Since this risk assessment is likely to be the key ingredient in determining the particular action(s) the Acting Medical Officer of Health may take for WNV activity during the year, the quality and the reliability of the results from mosquito testing service together with the timeliness of receiving the information is crucial. Therefore, selection criteria should meet the standard of viral testing in mosquitoes carried out at the National Microbiology Laboratory, Winnipeg, accurate identification of species as noted on the Ministry of Health and Long-Term Care (MOHLTC) listing, and a quick return of test results. The MOHLTC has suggested that the County ask for some level of assurance that the candidate laboratory service's capacity in staff resources and their qualifications together with their available equipment is equal to their service promises, given the heavy case load which may fall to the candidate service provider.

The Ministry of Health and Long-Term Care (MOHLTC) has allotted funds which should prove adequate for this service level and will pay 100% of the cost for up to 168 mosquito traps over a 14 week period commencing June 14 - September 13, 2004. This projected funding is \$135.00 per trap for mosquito identification and \$40.00 per pool (3 pools per trap) for viral testing. The projected amount for Lambton County would be \$42,840.00.

Additionally, information was recently issued to all municipal clerks in the County, inviting municipalities to host a West Nile virus public information session. Community Health Services Department staff will present information and answer any questions the public may have.

PART B **Monthly Activities (continued)**b) Communicable Disease /Outbreak Control

Currently, there are no influenza outbreaks in long term care facilities in Lambton. The influenza season peaked very early this year, causing considerable illness over the Christmas season, but the County appears to have escaped a second wave of respiratory outbreaks. There were however 3 enteric outbreaks over the weekend of April 10th at local hospitals. Samples for viral studies have been sent to Windsor for identification.

Lambton's Pandemic Planning Committee met in March. This committee was struck in May 2000 to plan a coordinated response for pandemic influenza. This group was found to be very useful last year when the Department was faced with communicating, planning, and preparing for a SARS outbreak. Membership includes the Acting Medical Officer of Health and representatives from Community Health Services Department, Bluewater Health, Community Care Access Centre, Essex Kent Lambton District Health Council, McKenzie & Blundy Funeral Home, Emergency Response Coordinators from the City of Sarnia and the County of Lambton, Emergency Medical Services Department, Emergency Measures Ontario, Red Cross, and Ministry of Health & Long Term Care - London Office. The Committee is revising their basic pandemic plan that will form part of the County of Lambton and the City of Sarnia's Emergency Plan. Each subcommittee (Communications, Surveillance and Laboratory Services, Vaccine and Anti-virals, Health Care Preparedness, Community Emergency Response) has been given a template to assist in the development of its own appendix to the basic plan. Once the draft is complete, a tabletop exercise of the plan is to be undertaken to test the coordinated response.

c) Vaccine Preventable Diseases

Immunization clinics are currently being held in all secondary schools to immunize 14 and 15 year old students who are in need of their booster doses of tetanus, diphtheria, and pertussis (whooping cough) vaccines.

The Community Health Services Department received notification of a case of red measles on an air flight into Detroit, Michigan earlier in March. Since measles spread very readily in a confined space such as an airplane this potentially could cause a major outbreak in an un-immunized community. Such incidents reinforce the need to provide access to measles, mumps and rubella vaccine to all children in Lambton County.

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

In collaboration with the Ministry of Natural Resources, the County of Lambton contingency plan for raccoon rabies was recently updated. To view this report, please visit www.lambtonhealth.on.ca.

March break and warmer weather have brought more reports of dog (15) and cat (1) bites. These incidents were investigated to ensure that the animals involved had received rabies vaccine. The vaccine is required to be given to all cats and dogs in Lambton County. In addition, the animals were quarantined for a period of 10 days so that if the animal became ill with rabies, the victim would receive post exposure rabies vaccine.

A series of low cost rabies vaccine clinics were held in various rural municipalities across Lambton County. This initiative is jointly supported by the Community Health Services Department and the municipalities, thus helping to ensure that animals in rural areas particularly those who may not have ready access to veterinary services, receive this important vaccine.

2004 Date & Time	Municipality	Location
Saturday, March 20 1:00 p.m. – 3:00 p.m.	Brooke-Alvinston Township	Alvinston Works Garage
Saturday, April 3 9:30 a.m. – 11:30 a.m.	Dawn-Euphemia Township	Public Works Garage @ Cairo
Saturday, April 3 1:00 p.m. – 3:00 p.m.	Dawn-Euphemia Township	Florence Community Centre
Saturday, May 1 9:30 a.m. – 11:30 a.m.	Village of Oil Springs	Oil Springs Fire Hall
Saturday, May 15 9:30 a.m. – 11:30 a.m.	Enniskillen Township	Public Works Garage

e) Sexually Transmitted Diseases

The *Hepatitis 'C' Needs Assessment* funded by Health Canada, has been completed. This document will also be shared with community partners including members of the Lambton Harm Reduction Committee. A copy of the Needs Assessment is attached.

The report findings indicate a need for expanded services locally and for those individuals at risk for or suffering from Hepatitis 'C.'

PART B **Monthly Activities (continued)**

A presentation on blood-borne infections was given to over three hundred and fifty grade eight students. Students were informed about how these infections are spread and what students can do to protect themselves. This presentation was made particularly meaningful by the participation of local individuals who are suffering from Hepatitis C and HIV/AIDS. At their request the presentation was repeated for Aamjiwnaang First Nation.

e) Food Safety

A ticket was issued to a Sarnia area food premise for failing to operate their mechanical dishwashing equipment in a proper manner.

f) Safe Water

Staff investigated three reports of adverse water during the period. In one instance, a Boil Water Advisory was issued to a regulated water system in Lambton Shores. To date, the advisory remains in place until re-sampling indicates that the water is safe for human consumption. Follow-up of adverse water reports in both in Plympton-Wyoming and Enniskillen indicate the water is safe. Both incidents were resolved.

Staff participated in the Well Aware Community Forum in Lambton Shores. The forum was facilitated by the Ontario Ground Water Association. Public health inspectors presented information regarding well water testing and treatment.

g) Health Hazard Investigation

A spills/releases database has been devised to track the large number of releases to air, land and water in the County of Lambton.

During the period, two separate reports of oil sheens on the St. Clair River were received. In addition, staff investigated a release of sodium hydroxide which caused pH fluctuations at various locations in the river. Water intakes were closed at Walpole Island until test results indicated the plume had passed.

PART B **Monthly Activities (continued)**

h) Sexual Health

In the Family Life Program, fifteen sessions were taught to students between grades 5 - 9. More than 135 students received the information which covered topics such as puberty, menstruation, birth control and sexually transmitted infections.

i) Tobacco Control

A total of five charges were laid under the Tobacco Control Act. All were issued for holding lighted tobacco in a prohibited place.

A total of 34 smoking notices were received advising of pupils smoking on school property.

4. Health Promotion & Program Support

a) Nutrition

A Seniors Nutrition Workshop on *Sorting out the Cholesterol Confusion* was held at the Community Health Services Department. A presentation on *Portion Distortion* was given to twenty-five staff at Vision Nursing Home. Thirty students at Lakeroad School were trained to evaluate lunches as part of the Healthy Lunch Challenge for Nutrition Month.

Two new peer nutrition workers have been trained for the North Lambton Community Health Centre and the YMCA. Seventeen people completed the Healthy Choices Lifestyle series in Forest, and registration is open for the Sarnia session beginning April 5.

b) Physical Activity

Turn Off the Screens week is April 19-23, 2004. The goal is to increase physical activity by switching off the television and planning alternative activities. Active Family Fun packages have been sent to schools, libraries and workplaces to encourage people to 'turn off the screen' for one week.

Staff has been trained by the Centre for Activity and Aging to facilitate the 'Pedometer First Step Program'.

PART B **Monthly Activities (continued)**

c) Tobacco Use Prevention

In partnership with the Lung Association, 17 schools participated in the Lungs are for Life program, a program designed to prevent teen smoking and raise awareness about the effect of tobacco advertising.

d) Early Detection and Cancer Prevention

The funding Agreement with Cancer Care Ontario has been signed.

The project is designed as pilot project to increase participation rates in Fecal Occult Blood Test (FOBT) colorectal cancer screening among the eligible population in Lambton County.

e) Early Child Development Projects

Provincial responsibility and staffing for these projects has been transferred to the newly created Ministry of Children and Youth Services. It is not anticipated that the transfer will affect the local program. A Risk Watch safety fair is being planned for May 7. A Violence and Reproductive Health workshop will be held on April 22.

f) Facility Update

With thanks to the support of the Information Technology Department, technology improvements continue at the Community Health Services Department. Work on connecting the Forest Branch office to the network is underway, and CHSD staff has appreciated the access to the County intranet.

Space concerns continue to put pressure on the facility and the staff.

g) Ontario Health Minister visits Lambton County

Kevin Churchill, Manager, Health Promotion & Program Support recently attended a health care leaders' round table session hosted by Provincial Health Minister, George Smitherman. The session was an opportunity to showcase the Lambton Shared Services Centre, as well as to present the County of Lambton as a key stakeholder in the delivery of healthcare services, including the Community Health Services Department, Emergency Medical Services and Long-Term Care facilities.

PART B **Monthly Activities (continued)**

The Minister was very receptive, and congratulated County staff and local leaders for their diligent work on the 100% Smoke Free By-Law, and spoke about the importance of prevention and health promotion in the provincial plan to refocus health resources on preventing disease and illness.

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) 5-16-04 Correspondence from the Simcoe County District Health Unit requesting the Ministry of Health & Long-Term Care provide 100% provincial funding to ensure that all boards of health are able to fully comply with the mandatory health programs and service guidelines.
- b) 5-17-04 Correspondence from the Sudbury & District Health Unit regarding GST and PST Exemption of Boards of Health.
- c) 5-18-04 Correspondence from the Grey Bruce Board of Health regarding reinstatement of the Canadian Task force on Preventive Health Care.
- d) 5-19-04 Correspondence from the Ministry of Health & Long-Term Care noting the first anniversary of the declaration of a state of emergency in Ontario because of the SARS outbreak.
- e) 5-20-04 Correspondence from the Association of Local Public Health Agencies expressing concerns about cuts to local public health programming budgets.
- f) 5-21-04 Federal Government's 2004 Budget – "The Importance of Health"

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

Recommendation

That correspondence 5-16-04, 5-17-04, 5-18-04, 5-19-04, 5-20-04 and correspondence 5-21-04 be noted and filed.

2. Food Safety Inspection Program – 2003 Summary

The Health Protection and Promotion Act provides for the delivery of public health programs and services which are delivered through 37 local health units/departments across Ontario. The Act prescribes Mandatory Health Programs and Services Guidelines outlining the goal of the Food Safety Program which is *“to improve the health of the population by reducing the incidence of food-borne illness.”* The objective of this program is to ensure that food is prepared, stored, and served in a manner consistent with public health practices and *“to stop the sale or distribution of food that is unfit for human consumption by reason of disease, adulteration, impurity or other cause.”*

The Guidelines require that County of Lambton, Community Health Services Department assess all food premises at least annually and determine their risk status (high, medium, low). Menu items served, population type and the history of the premise determine the risk status. Inspections are required as follows:

- High risk premises, once every 4 months – 3 times per year
- Medium risk premises, once every 6 months – 2 times per year
- Low risk premises, once every 12 months – once per year.

High risk premises must also have an annual Hazardous Analysis and Critical Control Point (HACCP) audit which focuses on steps in the food preparation process that can control or eliminate food safety hazards. The Ministry of Health & Long-Term Care has established a protocol for consistent HACCP delivery in food premises. The attached report details the 2003 activities in the County of Lambton.

Recommendation

That the Food Safety Inspection Program – 2003 Summary, be accepted as presented.

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

3. Detox Centre

Committee members may recall that direction was provided to staff to assist the community based committee seeking Ministry of Health and Long-Term Care support to establish a detox centre, locally.

Mayor Patricia Davidson was appointed as a Council representative on the committee. Attached for Committee's reference is a report from Nancy Wai, Project Supervisor, Health Promotion & Program Support regarding the progress to date. It is anticipated that meetings will be scheduled into the summer months.

Recommendation

That detox centre report dated April 1, 2004, be accepted as presented.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

April 21, 2004

PUBLIC WORKS

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

No matters at this time.

PART B **Monthly Activities**

1. **Accounts & Verification**

Totals for the months of February & March:

Roads	\$ 1,796,603.98
Waste Management	\$ 245,902.39
Facilities Services (County Building)	\$ 75,837.61

A listing of accounts will be available at the meeting.

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

2. **Revenue Verification**

Revenues received during the months of February and March:

Roads	\$ 1,357,081.00
Waste Management	\$ 371,769.00
Facilities Services (County Building)	\$ 89,856.00

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 (continued)**

3. Items of Committee Interest

- a) Correspondence received from The Municipality of Lambton Shores thanking Robert Minielly for the work he has done on behalf of the Municipality in the past 3 years and the successes that he has achieved in regards to the Property Standards/Tidy Yard By-law Enforcement.

- b) Transportation Association of Canada (TAC) Annual Conference is being held this year in Quebec City, September 19-22. The theme this year will be “Transportation Innovation – Accelerating the Pace”.

The Solid Waste Association of North America (SWANA) Annual Conference (WASTECON 2004) is to be held in Phoenix, Arizona, September 21-23. Proposed Topics: Single Stream Recycling; Bioreactors and Landfill Management; Electronics Recycling; Landfill Gas Control and Utilization; Waste Reduction and Recycling; Composting Technologies; MSW Collection; Solid Waste Trends and Challenges; Transfer Station Design and Operation; Special Waste Management; Waste-to-Energy: Past, Present, & Future; C&D Debris Management; MSW Health and Safety Issues; Solid Waste Communications & Public Relations; Greenhouse Gas Emissions Credit Trading; Household Hazardous Waste.

Councillors interested in attending either of the above should contact Jan Lembke at 845-0801 ext. 344 as soon as possible so that arrangements can begin. We will need to know by June 2 in order to book rooms and get a handle on transportation, etc.

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) 5-2-04 Letter dated March 16, 2004 from the Township of Brooke-Alvinston regarding the former MTO Yard and Buildings located in Alvinston. The township would like to discuss terms and conditions of a possible purchase of the property. There is also concern of material attached to the roof that is blowing in the wind due to the roof being blown off the salt dome recently. As part of the provincial downloading of secondary highways, three maintenance yards (Alvinston, Oil City and Warwick) were also transferred to the County. While we have utilized Oil City and Warwick, Alvinston has been sparingly utilized mainly for storage. In the interim, the fabric cover on the salt dome has deteriorated to the point that a recent wind has removed most of it. Staff has looked at options for use related to municipal road maintenance (10 year MTO covenant in place) but its location does not fit with the County's road activities. We have been approached by a few private sector businesses canvassing our interest in selling but the restrictive covenant noted above limits our disposal abilities. The Township of Brooke-Alvinston is reviewing their needs for additional maintenance space and is interested in the facility. I would like to provide the information we have and if the Township would like to pursue a purchase (transfer?). I would provide a further report to Committee on what needs to be done.

Recommendation

That staff work with the Township of Brooke-Alvinston on whether they require the MTO Alvinston Maintenance Yard; and further That a report detailing the mechanics of a sale/purchase/transfer be brought back to Committee should the Township wish to pursue the acquisition of the former MTO Alvinston Maintenance Yard from the County.

- b) 5-4-04 Letter dated March 19, 2004 from the Town of Petrolia regarding the speed limit on Petrolia Line. The Town of Petrolia would like the speed limit on Petrolia Line (C.R. # 4) from Huggard Street to Oil Street reduced from 50 kmph to 40 kmph. This piece of road is the main commercial area and includes two school crossings, one set of traffic lights and two pedestrian crosswalk areas.

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

The County has generally discouraged the use of 40 kmph zones. Having said this, there are situations where such a zone is appropriate. Urban roads in the County Road System that form the major thoroughfare of a community tend to develop an intense commercial activity as well as function as a through route for trucks and other large vehicles. With the commercial activity there is a larger pedestrian activity which never mixes well with vehicle traffic. The County has implemented 40 kmph zones in the Village of Wyoming to address similar concerns. I would have no problem supporting the Town of Petrolia's recommendation.

Recommendation

That a 40 kmph speed zone be implemented on County Road #4 (Petrolia Line) from a point just west of its intersection with Huggard Street to a point of just east of Oil Street; and further

That a by-law be presented to County Council for their consideration.

- c) 5-5-04 Email dated March 20, 2004 from Gordon McPhee, Volunteer Manager for Habitat for Humanity, Sarnia-Lambton Restore Warehouse. Mr. McPhee is requesting free tipping at the Moore Landfill site. A ReStore Warehouse is being established at the former Muttart Building in Sarnia and will be accepting donations of new and used building materials. Funds generated from the sale of these materials are used to support the building program for Habitat for Humanity. As you are aware, Habitat for Humanity builds homes for families in need in the community. There will, however, be donations of material that cannot be sold and will have to be disposed of in the landfill. These items would include items such as broken doors, windows, toilets, etc. Mr. McPhee estimates that there will be approximately 5 pick up truck loads to be disposed of between May and October this year.

The County currently provides free tipping at the County landfill for residual products from Goodwill Industries, St. Vincent de Paul and Salvation Army. Free tipping will end once the County landfills are closed or I have direction from Committee and Council to that effect. Generally, these charities do not abuse this free service. The County's rationale in providing free tipping is to encourage the recycling/reuse of items that would normally find their way to the landfill.

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

Recommendation

That the County allow the Sarnia ReStore Warehouse operated by Habitat for Humanity free tipping at the County's Landfill; and further
That staff annually monitor quantities disposed at the landfill to assess the impact of same.

2. Road Widening and Dedications

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

- a) From Alex and Margaret McGregor, 2926 McCallum Line, R.R.#1, Wilkesport for a road widening along C.R. #26 south of C. R. #80 (Courtright Line).

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) All of S½ Lot 30, Concession 14 designated as Part 2 on Plan 25R-8586 of St. Clair Township (formerly Sombra), County of Lambton.

3. Household Hazardous Waste Collection Program 2004-2006

See attached staff report.

Recommendation

That the Warden and Clerk be authorized to enter into an agreement with Clean Harbors Canada Inc. to provide the services necessary to manage and operate the County's Household Hazardous Waste Collection Program as outlined in their proposal for another three-year period.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

April 21, 2004

PLANNING & DEVELOPMENT and BUILDING SERVICES

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

1. Motion #5, February 18, 2004, Department Memorandum dated January 29, 2004 regarding the sign shop

Kirkland/Burns: 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.

Letters have been sent to all agencies and customers of the sign shop regarding the above-noted changes.

PART B **Monthly Activities**

1. Accounts and Verification

Totals for the months of February & March

A listing of accounts will be available at the meeting.

Planning & Development	\$ 9,695.80
Emergency Services	\$ 2,187.72
Building Services	\$ 14,915.59

- | | |
|---|-----|
| 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 |

2. Revenue and Verification

Revenues received during the months of February and March:

Planning & Development	\$ 139,589.00
Emergency Services	\$ 51,442.00
Building Services	\$ 149,810.00

- | | |
|--|----|
| 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 (continued)**

3. Items of Committee Interest

a) Work in Progress

Township of Enniskillen Official Plan

As a result of a suggestion from Township Council, we are directly contacting some of the property owners in the Marthaville area to get their input regarding re-designation. Also, landowners on Centre Street have expressed an interest in having their properties re-designated to Residential. They will be sending a letter to Township Council making the formal request.

Village of Point Edward Official Plan and Zoning By-law

A final draft has been presented to Village Council. We are waiting for a proposal and supporting background information from a property owner to determine if it can be included in the new official plan prior to finalizing and circulating the document.

Town of Plympton-Wyoming Comprehensive Zoning By-law

The new zoning by-law was passed by Town Council on November 23, 2004 and appealed by Sawmill Creek regarding conditions for a permitted apartment on a golf course. The applicants had indicated a willingness to permit the balance of the by-law to come into effect and a letter was sent to the Ontario Municipal Board (OMB) requesting this. On March 25, 2004, a letter was received from the OMB stating that "By-law 97 of 2003 is in full force and effect save and except for Section 26.2.1".

Village of Oil Springs Official Plan and Zoning By-law

An initial meeting was held with Village Council and draft text and maps were provided. An outline of how the approval process works was also presented. Village Council is reviewing the document following which they will request a formal run through of the draft document.

PART B **Monthly Activities (continued)**

Township of St. Clair Parking Study

A report will be presented on Phases 2 & 3 of the Downtown Corunna Parking Study to St. Clair Township Council on April 14th. Phase 2 of the report identifies whether there are parking deficiencies and/or imbalances in the study area. This was determined through the:

- Assessment of zoning requirements for each lot, including parking requirements per *Ontario Disability Act*;
- Review of previous site plans and cash-in-lieu agreements.

Also included in Phase 2 are the results from the questionnaire and the Public Forum. The questionnaire was distributed in late 2003 and completed by property owners, businesses and residents within both the study area and within 120 metres of the study area. The Public Forum was held in February of 2004 and was open to all residents of St. Clair Township. Both the questionnaire and public forum were intended to provide residents with the opportunity to voice their parking concerns in the study area.

Phase 3 offers recommendations to deal with the findings from Phase 2. The recommendations address the viability of increased on-street parking, a municipal parking lot and suggestions on improving the parking network as a whole with signs, curbs, paved and demarcated parking spaces.

St. Clair Township Council will determine the need for Phase 4, which could look at the development or redevelopment of various policies.

b) New County of Lambton Woodlands 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:

- | | |
|----------------------------------|------------------------------|
| 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 | The Township of St. Clair |

PART B **Monthly Activities (continued)**

We have had no response from Petrolia and have received correspondence from The Township of Enniskillen and The Municipality of Lambton Shores declining to enter into the up-delegating agreement.

c) Official Plan Amendment No. 11 to the City of Sarnia Official Plan

This Official Plan Amendment was adopted by the Council of the City of Sarnia on the 9th day of February, 2004, by By-law 9 of 2004 and was received by The Corporation of the County of Lambton on February 25, 2004. This amendment received County approval on February 26, 2004.

The purpose of Amendment No. 11 is to amend Section 3.2.2.4.1 of the Official Plan by adding a new area and site specific policy to permit Summit Insulation Inc. to relocate to the property known municipally as 805 Upper Canada Drive and provide an enclosed outdoor storage compound having a maximum area of 84m².

A concurrent amendment to By-law 85 of 2002 has also been approved by City Council to amend the zoning for 805 Upper Canada Drive by changing it from “Community Commercial 1-18 Zone (COC1-18)” to a “Community Commercial 1-26 Zone (COC1-26)” which will permit Summit Insulation to relocate within this Commercially designated area and to allow them to provide an enclosed storage compound having a maximum area of 84m².

d) The Municipality of Lambton Shores Official Plan Amendment # 4

This amendment was passed by The Municipality of Lambton Shores Council on the 7th day of July, 2003 by By-law 43 of 2003 and was received by the County of Lambton on July 21, 2003. The amendment received County approval on March 8, 2004. The delay in the approval of the amendment was the result of negotiations between the applicant and a neighbour who had appealed the concurrent zoning amendment. Once those issues were resolved we were in a position to approve the OPA.

The purpose of this amendment is to change the land use designation from “Hazard and Environmental Protection” to “Residential”. The owner is requesting the designation be changed to allow for eventual residential construction on the property.

PART B **Monthly Activities (continued)**

The lands affected by this amendment comprise approximately 1.67 ha of land fronting on West Ipperwash Drive and described as a portion of lots 110 and 113, R.P. 433 in the Municipality of Lambton Shores (community of Ipperwash). Concurrent zoning by-law amendments to change the zoning from “Open Space 1” to “Residential” have also been approved by the municipality.

e) Town of Plympton-Wyoming Official Plan Amendment #10

Official Plan Amendment #10 was adopted by Town Council on March 10, 2004 by By-law 32 of 2004 and was received by the County of Lambton on March 15, 2004. The amendment received County approval on March 24, 2004.

This is a site-specific amendment for the purpose of changing the designation on a portion of the lands described as Concession 1, Part Lot 15 and known municipally as 4490 Churchill Line from the “Mixed Commercial/Industrial” to the “Restricted Agriculture Area” designation. Official Plan Amendment No. 10 will change the designation on certain lands described as Concession 1, Part Lot 15 (known municipally as 4490 Churchill Line) in the Town of Plympton-Wyoming (located at the northwest corner of Churchill Line and Broadway St.), owned by Brian and Carolyn Bahro.

A concurrent rezoning, By-law 337 of 2004, was also passed on March 10, 2004.

f) Farmers in Violation of Fisheries Act

Attached is an article that was in the February 17th edition of The Voice of the Farmer. An estimated 35 to 40 farmers who graze livestock on land located along the banks of the Sydenham River, Brown’s Creek and Hardy Creek in Brooke-Alvinston received letters from Environment Canada saying they were in violation of the Fisheries Act.

g) Nutrient Management

Attached is an article from the “Voice of the Farmer”, Tuesday, March 30, 2004 edition regarding new cost study for nutrient management.

PART B **Monthly Activities (continued)**

h) Statistics

1st quarter statistics for Building Services and Planning are attached.

4. General Manager's Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

- a) 3-23-04 Letter dated February 19, 2004, was received from the Sarnia Police Service regarding the County-wide 9-1-1 call taking issue. The Sarnia Police Services Board formally notifies that it is the City of Sarnia's intention to withdraw from the Lambton County 9-1-1 call-taking contract with the O.P.P. The letter also discusses call-taking as it relates to the Chemical Valley Emergency Coordinating Organization (CVECO) related incidents. City Council, on April 5, 2004 decided to remain with Sarnia Police Services for 9-1-1 call taking. We will notify Bell Canada and the O.P.P. of the change and move forward with the implementation of 9-1-1 through the O.P.P.

Recommendation

That the 9-1-1 Central Emergency Reporting Bureau (CERB) Contract be awarded to the Ontario Provincial Police for the geographic service area consisting of the County of Lambton, excluding the City of Sarnia and Aamjiwnaang First Nations at a cost of \$30,045.48 annually for three years with an option to renew for a further three years; and further

That the Warden and Clerk be authorized to execute the agreement on behalf of the County.

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

- b) 5-3-04 Letter dated March 18, 2004 from the City of Sarnia Police Services Board regarding the billing of the County-wide 9-1-1 call taking until the transfer to the Ontario Provincial Police (O.P.P.).

Utilizing the amount paid in the last contract with Sarnia Police Services (SPS), the County would have paid \$5,833.33 monthly. SPS is proposing a fee of \$6,660.00 monthly until the O.P.P. take over. The new fee is 14.2% higher than the old but probably reasonable given that the rate was set 5 years ago. It is expected that cutover will occur on May 4, 2004.

Recommendation

That the County pay the Sarnia Police Services Board \$6,660 monthly for the provision of interim 9-1-1 call taking services.

- c) 5-7-04 A letter dated March 16, 2004, from the Lambton County Fire Prevention Association. The Lambton County Fire Prevention Association has requested that the County take ownership of, license and insure a 1985 Ford Cube Van (purchased from the Camlachie Fire Department for \$800) for use in their Fire Safety Program. The County currently owns, stores and insures the Fire Safety Trailer which this group uses in their safety program. The insurance costs for the trailer are approximately \$215.00 for 2004. Cowan's have provided a quote to insure the van at \$303.00 annually. Other costs associated with this vehicle will be annual license fees, one-time safety check, and costs associated with changing ownership from the Town of Plympton-Wyoming to the County of Lambton. Any claims for damage or injury under the \$10,000 deductible will be paid by the County and then reimbursed.

Recommendation

That the County enter into an agreement with the Lambton County Fire Prevention Association (LCFPA) outlining the following provisions:

- a) The County will take ownership of the van currently owned by the Town of Plympton-Wyoming at the LCFPA's cost;
- b) The County will agree to license and insure the van on an annual basis;
- c) The LCFPA will maintain and store the van at its own expense;
- d) The LCFPA will notify the County of any accident or other matter which may give rise to an insurance claim in a timely manner;
- e) The LCFPA will be responsible for any claims against the County that may fall within the County's deductible.

PART C **Other Matters Requiring a Motion (continued)**2. Proposed Reception Centre Management Contract with the Red Cross – Sarnia/Lambton Branch

Attached are the minutes relating to a presentation made by the Red Cross to municipal Community Emergency Management Coordinators (C.E.M.C.'s) of Lambton County. A County contract with the Red Cross is being considered which would see that agency provide reception centre management for all municipalities on a County-wide basis. In the past, the County and local municipal emergency plans identified local service clubs as the providers of reception centres. Service club members have aged (as has the general population) and some have indicated that they are unable to continue this commitment. Typically, social service departments in other areas of the Province arrange and supervise reception centres. It is proposed that the County's Social Services Department take the administrative/ supervisory role with the Red Cross providing the manpower/resources should either the County and/or its local municipalities require reception centres. It would make sense for those service clubs that would like to be involved to develop a relationship with the Red Cross for ongoing training, etc. Funds (\$25,000) have been budgeted in the 2004 Emergency Services Budget to pay for this year's commitment.

Recommendation

That the County of Lambton enter into a three year service contract with the Red Cross, Sarnia-Lambton Branch, to co-ordinate and manage reception centres on a County-wide basis at a cost of \$27,000 for the first year (with an increase of 1% for each additional year of the contract); and further

That Section 9.0 of the County's interim Emergency Response Plan (Co-ordination of Evacuation Centres) as approved by By-law 21 of 2003, be amended to designate the Red Cross as having responsibility for reception centre management in Lambton County and that all references made to the Rotary Club in the County's Emergency Response Plan be removed.

3. County Weed Inspector

As the Committee is aware, Wilbur Dunlop retired as County Weed Inspector after 43 years. Interviews were carried out and a new weed inspector has been hired on a contract basis. Ron MacDougall is a local farmer that has had experience in farming organizations and should serve the County well in this position.

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

Recommendation

That Ron MacDougall be appointed the Area Weed Inspector for the County of Lambton; and further

That the said Ron MacDougall shall hold office at the pleasure of Council and subject to the provisions of the Weed Control Act, as amended, and shall exercise all authority, powers and right thereof and shall perform all the duties and obligations which by statute or by-law are or may be conferred or imposed on the Weed Inspector; and further

The said Ron MacDougall shall be paid remuneration in the amount equivalent to a Roads Technician, at the appropriate step of the agreement between the Corporation and the Lambton County Employees' Association, as it is made from time to time, plus mileage at the rate set by Council from time to time for work performed in carrying out his duties; and further

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

MINUTES
COMMUNITY SERVICES/
INFORMATION TECHNOLOGY COMMITTEE

April 21, 2004

A meeting was held at Gallery Lambton at 1:00 p.m. on the above date.

Present: Chair Dave Boushy, Warden Todd Case. Members: C. Jamieson, 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; Mr. R. Wilks, Corporate Manager, Information Technology Services; Ms. L. Ross, General Manager, Corporate Services and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: Warden Todd Case, S. Arnold and D. McGugan.

Delegation – Lambton Groundwater Study

A summary of the results of the Lambton County Groundwater Study highlights, were presented by the Consultants (Rob Kell – Dillon Consulting, Brad Benson – Golden Associates), with an overview by the Project Manager (Brian McDougall – St. Clair Region Conservation Authority).

- (A) #1: Jamieson/MacDougall: That the Committee accept and support the Lambton County Groundwater Study as presented. Carried.

LIBRARIES

Part A, Item 1 – Memorandum dated April 6, 2004 Regarding the Library Services Review

- (A) #2: Perry/MacDougall: That the report be circulated to all local Municipalities and that they be approached by staff to determine whether they wish to have a full presentation of the report by staff. Carried.

Part B, Item 4 – General Manager’s Report

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

Part C, Item 2 – Donations

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

MUSEUMS

Part B, Item 4 – General Manager’s Report

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

Part C, Item 2 – Collections Management

- (A) **#6:** Jamieson/MacDougall: That the donations be gratefully accepted and that thank you letters
(F) be sent in accordance with the County’s Recognition Policy. Carried.

GALLERY LAMBTON

Letter of Congratulations to Artist Shawn McNight

- (A) **#7:** J. Murray/McManaman: That a letter of congratulations be sent to artist Shawn McKnight,
(F) who has recently been honoured by having a piece of his sculpture displayed in the National Art
Gallery in Ottawa. Carried.

Part B, Item 4 – General Manager’s Report

- (A) **#8:** Jamieson/Perry: That the General Manager’s Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 2 – Collections Management Report

- (A) **#9:** MacDougall/McManaman: That an application be made to the Canada Council for
(F) matching funds to purchase two (2) photographs by Larry Towell, and if successful, that
\$5,000.00 from Gallery Lambton’s Reserve funds be used to secure the application with the
knowledge that \$2,500.00 will be returned, upon proof of purchase, to that fund by the Canada
Council. Carried.

HOUSING SERVICES

Part B, Item 4 – General Manager’s Report

- (A) **#10:** Perry/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 2 – Policy and Procedures – Building Standards– Index No. 1.16 and Life Expectancy Guidelines – Index No. 1.17

- (P) #11: McManaman/Jamieson: That the Building Standards Policy – Index No. 1.16 and the Life Expectancy Guidelines Policy – Index No. 1.17 be approved as presented. Carried.

Part C, Item 3 – Rent Geared to Income Eligibility Review Report (Housing Policy 1.18)

- (A) #12: Jamieson/Perry: That the County of Lambton authorize staff to proceed with the implementation of the Eligibility Review Program as outlined in the preceding report dated March 30, 2004; and further,

That the ERO Referral Policy – Index 1.18 be approved as presented. Carried.

SENIOR SERVICES

Part B, Item 3 c) – Items of Committee Interest – Ministry of Health and Long-Term Care Visit

- (A) * #13: Jamieson/MacDougall: That the County correspond back with the Ministry of Health and
** Long-Term Care to voice its disagreement with the Ministry’s decision to require televisions to be installed in lounges - they serve no purpose as most residents have televisions in their room; and further,

That the lounges be designated as “quiet lounges” to increase socialization for residents. Carried.

Part B, Item 4 – General Manager’s Report

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

* Delete motion #13 of the Community Services/Information Technology Committee minutes dated April 21, 2004 – see Council May 5, 2004, mot. #18.

** That County Council refer the issue of televisions in lounges of long-term care facilities to staff, that they will provide an opportunity for input from Resident’s Associations for better solutions to meet “range of activities” directives from the Ministry of Health and Long-Term Care – see Council May 5, 2004, mot. #19.

Part C, Item 1 – Correspondence 5-14-04

- (A) #15: Jamieson/MacDougall: That the request from the Lambton Senior Citizens Home Corporation for reimbursement of costs related to the removal of liens filed incorrectly on the Senior Citizens Home Corporation's property rather than the North Lambton Rest Home property, be denied as it is not the responsibility or error of the County. Carried.

Part C, Item 2 – Donations

- (A) #16: McManaman/Perry: 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 Committee was brought up to date regarding the North Lambton Rest Home project.

EMERGENCY MEDICAL SERVICES

Part B, Item 4 – General Manager's Report

- (A) #17: Jamieson/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) and b) – Correspondence 5-9-04 and 5-10-04

- #18: McManaman/J. Murray: That correspondence 5-9-04 and 5-10-04 be received and filed. Carried.

INFORMATION TECHNOLOGY

Part B, Item 4 – Corporate Manager's Report

- (A) #19: McManaman/J. Murray: That the Corporate Manager's Report as set out in Part A and Part B be accepted as presented. Carried.

OTHER BUSINESS

Motion #1 of the Infrastructure and Development/Social and Health Services Committee Minutes dated March 17, 2004 Regarding the Set Up of a Special Committee to Review the 2005 Budget

- (A) #20: McManaman/Jamieson: That Bev MacDougall be the representative from the Standing Committee for Community Services/Information Technology. Carried.

Adjournment

The Chair declared the meeting adjourned.

Time: 3:00 p.m.

Dave Boushy

Chair

Ronald G. Van Horne

Secretary

PART B **Monthly Activities (continued)**

- b) St. Clair Township staff was contacted by the new owners of the Murray Street School in Corunna inquiring into the possibility of the Corunna library being moved to that location. Library staff visited the Murray Street location recently and is preparing a report for St. Clair Township. The new location would address issues such as inadequate parking and a lack of programming space at the current site.
- c) Library staff also met recently with staff from the Twp. of Brooke-Alvinston, representatives of the Optimist Club and a representative from MIG Engineering to discuss the proposed addition to the Alvinston library. The addition would be approximately 24' x 38' with a full basement which will have a furnace room and an area which can be used for storage. The present furnace room/storage room will be renovated so it can be used as an office/staff room. MIG Engineering will have a first draft of the plans finished by May 1st. The addition will be used for public internet computers and for programming so there will not be any capital costs for the library.

- d) Partnerships

Recently Lambton County Library has been partnering with several other county departments. In a growing relationship with Community Health Services, we have been collaborating and cooperating on several initiatives. The *Early Child Development – Injury Prevention* project has been organizing Parent/Child programs in libraries and resources that supplement those programs are being made available through the library. Cultural Services is also a partner in the *Turn Off the Screens* promotion beginning in April. Family Fun Packs, promoting an active lifestyle, are being distributed through our county wide system this month. They include brochures and activity sheets from both the Library and Community Health Services.

The Sarnia Reference Department has been working with Brian Harris who is involved in the *FOCUS* workshops currently being developed by Ontario Works in conjunction with Job Connect and Lambton College's Literacy and Basic Skills program. This intensive Literacy/Life/Skills/Employability program runs over a five week period. As part of the literacy portion of the program, workshop participants are being introduced to the library, getting library cards and receiving hands on experience using the library's many resources to complete their exercises.

PART B **Monthly Activities (continued)**

e) GENRECON 2004

Genrecon, a free literary convention featuring a dozen notable editors and authors from across Ontario and Michigan, is returning to Sarnia Library on May 1st. This venue provides fans and local writers with the opportunity to talk with other genre fans and writers. Panels include how to get published and how to create good stories, settings and characters as well as author readings and book signings and a seminar on book collecting.

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

- "The Last Crossing" by Guy Vanderhaeghe from CBC Radio
- \$10 from Jessie Dobbyn, Florence for programming at the Florence Library
- \$20 from Pauline McCutcheon, Florence for furniture and equipment for Florence Library
- \$100 from Ciel Clarke, Inwood for improvements at the Inwood Library.
- \$25 from Gladys Ellsmore for AV materials in Point Edward
- \$20 from Dave Welsh in honour of Luc Tetreault
- \$43 from Petrolia Library Reading Group for the use of high school curriculum based adult materials
- \$125 from Sandra Gregorio for purchase of adult nonfiction books for Petrolia Library
- \$20 from Linda Redden in memory of baby Nathan McKinlay
- \$400 from Kathleen Bush, Sarnia for adult, AV and talking books
- \$420 from the Thedford-Bosanquet Agricultural Society for use in the Thedford Library

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

- \$170 from Country Crafters for four 2004 magazine subscriptions for Watford Library
- \$100 from Sandra Edmondson, Forest in memory of Rita McGrath
- \$20 from Dave & Celie Webster, Forest in memory of Rita McGrath
- \$250 from Warren Bush, Sarnia for the purchase of adult, children's and AV material
- \$100 from Dan Fader, Sarnia for the purchase of adult books
- \$50 from Lyall Smith, Sarnia for the purchase of reference materials
- \$22 from Brigden donation box
- \$45 from Bright's Grove donation box
- \$105.25 from Grand Bend donation box
- \$25 from Mandaumin donation box
- \$62 from Mallroad donation box
- \$2.25 from Port Franks donation box
- \$18 from Shetland donation box
- \$16 from Sombra donation box
- \$7.50 from Thedford donation box

Sale of Used Books: \$1105.64

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)**

c) Special Events

Lake Smith Conservationists Annual Game Dinner

The 12th Annual Game Dinner was held at the museum on March 6. In return for the use of the facility, the group sponsored the rental of the exhibit “Ontario’s Owls” from the Royal Ontario Museum. They also purchased ceramic tiles for a kitchen backsplash and upgrade, and will install same with volunteer labour. The advance viewing of the Paint the Huron Shores art show was hung to coincide with the dinner audience.

Return of the Swans Festival

The spring migration got into full swing this year with over 13,000 swans arriving in early March. Press releases from the museum regarding this large flock attracted considerable media attention as did the museum’s interpretive program associated with the migration phenomena. Feature stories from CBC Radio Windsor, CBC all-Ontario broadcast, CKCO-TV, CHOK Radio and Discovery Channel all ensured that a growing number of residents across the province learned about this unique natural history event. Swan viewing opportunities were also available by logging on to www.hay.net/~tpurdy/. Plans are underway to have this link on the Lambton County webpage next year.

The Return of the Swans special event runs from March 13 to April 14, 2004. Additional museum programming, including the “Owls of Ontario” show of environmental taxidermy work, and craft stations for children were offered for March Break week and continue until the end of the Swan Festival. More than 200 visitors enjoyed a live hawk and owl show presented in the museum’s gallery on March 28.

Paint the Huron Shores Art Exhibition & Sale

Over 200 guests attended the official opening night and presentation awards on March 12. Carolyn Jamieson presented coordinator Barry Richman with a plaque of appreciation on behalf of the museum for seven years of successful partnership. The artist catchment area has expanded to all of Ontario. The number of paintings being entered into the exhibit is at a record high and the total value of artwork has accounted for record sales. The art show continues until April 4.

PART B **Monthly Activities (continued)**

History of the Fairbank Oil Family Book Launch

Over 125 guests crowded the galleries of the Oil Museum for the official unveiling of Pat McGee's new book on the history of the Fairbank family. Dr. Kemp of the University of West Virginia, who is researching the case to have the Oil Heritage District designated as a World Heritage Site, was in attendance and also spoke to the audience. Seventy-two copies of the book were sold, accounting for over \$500 in revenue for the museum.

d) Lambton Room

Sarnia-Lambton Chamber of Commerce historical records and photographs from 1908 to the mid 1980s have been repatriated to Lambton County, finding a new home in the Lambton Room. These records had been stored at the University of Western Ontario. This relocation of records has already proved useful as the Chamber prepares to celebrate its 100th anniversary in 2005. The historical records are also available to other interested researchers.

4. General Manager's Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

None at this time.

2. Collections Management

Lambton Heritage Museum

Artifacts Recommended for Acceptance:

- Wooden pulley; poster for exhibit use, from Ken Sparling, Grand Bend.
- Photograph, Sarnia Collegiate Girls Basketball Team, 1919. Office of the CAO.
- Petrolia High Yearbook, 1955. Elgin County Archives.

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

Artifacts Recommended for Refusal:

- Stuffed birds with broken necks, pieces missing. E6217; 6220; 6230; 6229; 6218.
- Disposal of a quantity of pressed glass items culled from the collection for want of storage space: as glass collectibles continue to come in, our condition standards have had to be raised, and the following items are no longer desirable since they are not of museum quality due to cracks, chipped edges, missing lids, rust etc. 984.33.51; 987.882, clear plate; 977.1507 white plate; 977.884 clear plate; 976.9472 teapot; 977.3945 rusty canister; 976.560 rusty spoon; 977.4889 rusty masher; 983.16.1 duplicate bedpan; 977.2499 dish; 985.32.22 clear dish, broken; 986.1.1 broken boat; 977.4949 newer mirror.

Lambton Room Donations

- Minutes of the Lambton Federation of Agriculture January 1964-February 2001, donated by Marilyn Jones, Secretary of the Lambton Federation of Agriculture, Alvinston, Ontario.
- The Mills Family Tree 1873-2003, donated by Wayne Minielly, Sarnia, Ontario.
- Thirty-eight boxes of Sarnia-Lambton Chamber of Commerce Records, donated by Garry McDonald, President & C.O.O. of the Sarnia-Lambton Chamber of Commerce.
- \$15 from Sherron McCallum of Essex for use in the Lambton Room.
- \$95.32 from used book sales.
- \$128.09 from donation box.

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) Art Classes for Children

Creative Wigglers and the spring art classes for children have been completed. Attendance for the spring programs was up slightly over the fall/winter programs. Plans are being made now for all summer art classes.

c) Adult Art Classes

“The Art of Watercolours” will be held at Gallery Lambton between April 17 and May 22, 2004. So far, 10 of 15 have registered.

d) Looking at Art

A series of five lecture and panel discussions on various aspects of art such as “How to buy art”, “Flying Higher”, “What is Art for Anyway”, Vanishing Cultures and “Paddles & Petticoats” are being offered at the Gallery on Wednesday evenings at 7:00 p.m. from February 11 to June 16, 2004.

e) Flying Higher

A family kite-making, open door workshop with artist Rabia Usman was held on March 27 with close to 20 workshop participants.

f) Current 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 coming in from sponsors and there is a fee of \$10.00 for each work submitted. Usually, there are about 200 entries with about 45 accepted for the show.

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, 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.

PART B **Monthly Activities (continued)**

g) Upcoming Exhibitions

Lambton County Secondary School Art Exhibition (both Galleries), May 15 to June 15, 2004. This popular exhibition focuses on the talents and energy of the youth in this community. Secondary schools represented are from Sarnia, Petrolia, and Forest. Sponsorship money is currently coming in from local businesses and industry.

h) Upcoming Events

April 24, 2004, 3:00pm. Walking tour with exhibiting artist, Tony Urquhart.
May 8, 2004, 3:00pm. "Grand Finale" – Look Show awards and presentations
May 20, 2004, 7:00pm. Awards Ceremony – Secondary School Art Exhibition

i) 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. This has recently been extended to June 30, 2005

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 lent to 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 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 will be curated by Charlie Hill, Curator of Canadian Art at the NGC and Megan Bice, former curator at Sarnia Public Library and Art Gallery and now an independent curator.

j) Gallery Lambton Advisory Committee Minutes

Minutes of the February 9, 2004 meeting.

k) Statistics

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

None at this time

2. Collections Management Report

The Gallery wishes to purchase two photographs by Lambton County's internationally renowned photographer, Larry Towell, for a total of \$5,000. The funds will initially be taken from the Gallery's Acquisition Reserve and then an application will be made to the Canada Arts Council to fund one half of the amount (matching the County's funding).

Recommendation

That an application be made to the Canada Council for matching funds to purchase two photographs by Larry Towell and if successful, that \$5,000 from Gallery Lambton's Reserve funds be used to secure the application with the knowledge that \$2500 will be returned, upon proof of purchase, to that fund by the Canada Council.

PART B **Monthly Activities (continued)**

The Ontario March of Dimes Non Profit Housing Corporation is operating the facility. Standing Oaks provides four permanent beds and two respite beds for the medically fragile.

Funding has now been secured through the Ministry of Health and Long Term Care Homelessness Rent Supplement Supportive Housing Program. The County will receive reimbursement for 100% of the Rent Supplement cost plus a portion of administrative costs.

d) Provincial Rent Bank Program

On March 29, 2004 the Ministry of Municipal Affairs and Housing announced a Provincial Rent Bank Program to promote housing stability by assisting low-income tenants, who experience a temporary crisis forcing them into short-term rent arrears, in avoiding eviction. Funding allocation for the County of Lambton is \$111,280. A letter of interest in participating has been forwarded to the Ministry. Monies should be received by April 16, 2004. Funding from this program can be used to expand existing rent banks. Currently the County of Lambton provides funding from the Provincial Homelessness Initiative Fund to three community agencies operating rent/utility banks.

e) Emergency Expenditures

Prior to County Council's approval of the 2004 Budget, two Housing Units required emergency repairs in order to ensure the tenants comfort. Both of these projects were approved as part of the Housing Capital Budget but the County's Purchasing Policy requires that all emergency expenditures be reported to the Standing Committee. The two repairs were:

- Replacement of the Make Up Air System for the 91 unit apartment building located at 230 Capel Street, Sarnia due to cracked heat exchangers. Cost of this portion of the project was \$27,108.57. The total budget for repairs to this unit and one on Euphemia Street was \$45,000.
- The replacement of the Domestic Hot Water system was issued prior to budget approval as the existing Domestic Hot Water Tank was leaking and beyond repair. The cost of this portion of the project was \$18,437.00. The budget for this portion of the project was \$20,000.00.

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

None at this time.

2. Policy and Procedures

a) Building Standards – Index No. 1.16

The Building Standards Policy outlines procedures to ensure buildings managed/administered by the County of Lambton are maintained to an acceptable standard.

b) Life Expectancy Guidelines – Index No. 1.17

The Life Expectancy Guidelines provide a guide in determining the remaining useful life of building elements in order to establish a Capital Replacement Plan for building(s) managed and/or administered by the County of Lambton.

Recommendation

That Policies 1.16 and 1.17 be approved as presented.

3. Rent Geared to Income Eligibility Review Report (Housing Policy 1.18)

The attached report outlines a one year pilot project in conjunction with the Social Services Department. Implementation of this project will enable staff of the Housing Services Department to make referrals to Eligibility Review Officers (EROs) within the Social Services Department when they have reason to believe a household's eligibility for rent geared to income assistance is in question.

PART B **Monthly Activities (continued)**

External Social Housing Providers may make referrals through their Property Manager. It is anticipated there will be approximately ten referrals during the one year period. The Housing Services Department will be required to reimburse the Social Services Department on a cost recovery basis; total annual amount should not exceed \$10,000. This expense is not within the current operating budget.

However, the Social Services Department has also not included the additional revenue in their budget, making the transactions an overall wash. The ERO Referral Policy sets out the procedures to implement the above pilot project.

Recommendation

That the County of Lambton authorize staff to proceed with the implementation of the Eligibility Review Program as outlined in the preceding report dated March 30, 2004; and further

That the ERO Referral Policy, Index 1.18 be approved as presented.

PART B **Monthly Activities (continued)**

b) Occupancy rates at NLRH have dropped during the month of March. Currently the census sits at 83 residents, two below the required 97%. A request to continue the occupancy protection into 2004 has been made to the Ministry of Health and Long-Term Care and it is anticipated that it will be approved. In an effort to maintain a balanced budget, call-ins are not being replaced during day and some evening shifts.

c) Ministry Visit

The Compliance Advisor from the Ministry of Health and Long-Term Care conducted a Complaint Investigation on February 25, 2004, at MGM. Families had complained to the Ministry that there is no television available for residents in the lounges. In an effort to increase socialization for residents, televisions had not been purchased for the resident lounges in each Home area. As a result of the complaint, a television set will be purchased for each lounge (four in total), at a cost of approximately \$1,200.00.

d) MGM Grand Opening

Plans are underway for the grand opening to be held at the new site at 749 Devine Street on May 14, 2004, from 2-4 p.m.

e) Volunteer Appreciation Banquets

Lambton Meadowview Villa	Thursday, April 29 at 6:00 p.m.
Marshall Gowland Manor	to be determined
North Lambton Rest Home	to be determined

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

5-14-04 Letter dated March 25, 2004 from the Lambton Senior Citizens Home Corporation requesting reimbursement for their costs related to the removal of Liens filed incorrectly on the Senior Citizens Home Corporation's property rather than the North Lambton Rest Home property.

The two properties are closely related and when filing liens on North Lambton, some lawyers incorrectly filed them on the Senior's property as well. The County did not incur any costs in having the liens removed on our property and staff are unsure why this group would have incurred costs for the lawyers' errors.

Recommendation

Direction from Committee is sought.

2. Donations

The following donations have been received:

Lambton Meadowview Villa:	donations totalling \$2,706.75
LMV Therapeutic Garden:	donations totalling \$5,205.00

In addition, the first installment of the grant from the Shaw Foundation has been received, in the amount of \$10,000.00 and capital accounts (revenue and expenditure) have been set up for the therapeutic garden project.

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)**

- d) As a result of the new deployment strategy implemented as of February 01, staff has been monitoring the 90th Percentile to see what effect it is having on response time. It appears in the first two months that the 90th Percentile dropped by an average of 1 minute and 12 seconds. While this is entirely attributable to the deployment strategy and it is very early to suggest that such an improvement will be permanent, it does indicate that the change has had a positive impact on response times.

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) 05-09-04 Letter dated March 15, 2004 from the Ministry of Health and Long-Term Care re: Ambulance Vehicle Standards. The Ministry has updated the standards to increase vehicle design and safety. The new standards will be in effect for the 2004 model years to be ordered shortly for Lambton EMS.

Recommendation

That correspondence 05-09-04 be received and filed.

- b) 05-10-04 Memo dated March 18, 2004 from OPSEU re: Judson Closure. The OPSEU organization is lobbying upper tier municipalities and councilors to write Minister Smitherman to retain Fleet and equipment stores (Judson) open. Lambton EMS has already agreed to support the Bruce County resolution regarding this matter.

Recommendation

That correspondence 05-10-04 be received and filed.

PART B **Monthly Activities (continued)**

b) Yardi – Housing Services Software

The new Housing Services software (Yardi) was successfully implemented at the end of March and is now running live. The new software provides Housing with many additional features and improves data accuracy and reporting.

c) Community Health Services Department

A number of outstanding issues have been completed at Community Health Services Department that include the installation of a Network Storage Device (NAS) that will increase their network speed and performance, installation of the Hummingbird software, and the deployment of 19 additional PC's. A laptop has also been purchased for the Diabetes program. The Forest Health Unit has been added to our WAN and can now access all of the County's software.

d) Lambton Heritage Museum

The Lambton Heritage Museum has joined the County's Wide Area Network. Staff located at the Museum now has access to County applications such as Vadim, FMW Budgeting software, and County email.

e) Long Term Care Facilities

The Campana software upgrade was completed successfully which adds many enhancements to the Long Term Care facilities software system.

f) IT Policies

Three new IT policies have been approved for County staff covering the acceptable use of County email, the internet, and cell phones. They will be rolled out in the month of April.

PART B **Monthly Activities (continued)**

g) Wireless Network

Information Technology has implemented a secure wireless network at the County building covering Council Chambers and Committee Rooms One, Two, and Three. This technology will simplify the set-up of laptops and equipment used for presentations as well as aid in the use of the Councillor laptops within the County building.

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.