

MINUTES
INFRASTRUCTURE AND DEVELOPMENT/
SOCIAL AND HEALTH SERVICES COMMITTEE

June 16, 2004

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

Present: Chair Wm. Bilton, Warden Todd Case. Members: J. Dedecker, M. Bradley, J. Burns, P. Davidson, C. Ivey, D. Kirkland and J. Foubister. Also Mr. K. Dick, General Manager, Social and Health Services; Mr. G. Millar, Manager, Public Works; Mr. D. Posliff, Manager, Planning and Development Services; Mr. M. Wetering, Emergency Response; Ms. L. Ross, General Manager, Corporate Services and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: None.

SOCIAL AND HEALTH SERVICES DIVISION

SOCIAL SERVICES DEPARTMENT

Part A, Item 1 – Coronation Park Day Nursery Program Review Report dated June 16, 2004

#1: Bradley/Foubister: That the Coronation Park Day Nursery Program Review Report dated June 16, 2004 be received and filed. Carried.

Part B, Item 4 – General Manager’s Report

(A) **#2:** Foubister/Dedecker: That the General Manager's Report as set out in Part A and Part B be
(F) accepted as presented. Carried.

Part C, Item 1 a) and b) – Correspondence 7-4-04 and 7-5-04

#3: Ivey/Burns: That correspondence 7-4-04 and 7-5-04 be noted and filed. Carried.

Part C, Item 2 – Social Services Department – Homemakers and Nurses Services

(A) **#4:** Dedecker/Foubister: That Council approve the grandparenting of seventeen (17)
(F) Homemaker Services clients, and that service be continued under the Homemakers and Nurses Services Act until such time as the service is no longer required by the individual, or there is eligibility for full service through another community program; and further,

That Council approve the renegotiation of the Homemakers and Nurses Services rate with Red Cross. Carried.

Part C, Item 3 – Social Services Department – Homelessness

- (A) #5: Case/Kirkland: That Council authorize staff to enter into grant agreements with the
(F) Province of Ontario to access one-time funding from the Provincial Rent Bank and Energy
Emergency Fund programs;

That the funds be used to enhance the current rent-utility bank program outlined in the County of
Lambton – Homelessness Plan; and further,

That staff be authorized to disburse the funds accordingly. Carried.

Part C, Item 4 – Social Services Department – Child Care Subsidy Program Review Report –
General Findings and Recommendations

- (A) #6: Davidson/Burns: That the Child Care Wage Subsidy Program Review Report be approved
(F) as presented, and that staff be directed to implement the identified recommendations. Carried.

Part C, Item 5 – Children’s Services Department – Fee Increase

- (A) * #7: Bradley/Case: That Council approve a 3% fee increase and that staff bring back a further
(F) report at the next regular meeting of the Committee, which contains a plan which looks at
occupancy rates and moving to full cost recovery by December, 2005. Carried.

In-Camera

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

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated July 7,
2004.)

Open Meeting

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

- * That Council approve the proposed per diem rates and direct staff to implement the marketing
strategies as presented; and further, That staff be directed to monitor the occupancy rate and
report quarterly to Council – see Infrastructure and Development/Social and Health Services
Committee August 18, 2004, mot. #1.

COMMUNITY HEALTH SERVICES DEPARTMENT

Part B, Item 5 – General Manager’s Report

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

Part C, Item 1 a) to c) – Correspondence 7-6-04, 7-7-04 and 7-8-04

- #10: Foubister/Davidson: That correspondence 7-6-04, 7-7-04 and 7-8-04 be noted and filed.
Carried.

Part C, Item 2 – Methadone Clinic

- (A) #11: Bradley/Case: That staff be authorized to redirect \$42,000.00 (one-time start-up funds)
(F) from the Ontario Works budget for the purpose of establishing a methadone clinic, subject to the
negotiation of an agreement with interested local physicians. Carried.

Part C, Item 3 – Smoke Free By-Law – Implementation Plan

- (A) * #12: Dedecker/Burns: That the Smoke Free By-Law Implementation Plan be approved as
(F) submitted:
(W)

That two (2) half-time By-Law Enforcement Officers be hired to begin July 1, 2004 for a period
of six (6) months;

That By-Law No. 10 of 2004 be amended as follows:

- a) Amend Section 1.6 by adding “**but does not include DESIGNATED OUTDOOR
SMOKING AREAS**”; and,

- * That items 1 and 2 be approved as presented and that the item with respect to Designated
Outdoor Smoking Areas be approved by County Council as a Policy Guideline, as opposed to an
amendment to the By-Law – see Council July 7, 2004, mot. #26.

- b) Amend Section 1.9 by adding “**but does not include DESIGNATED OUTDOOR SMOKING AREAS,**”; and,
- c) Add Section 1.10 **DESIGNATED OUTDOOR SMOKING AREAS**

Designated outdoor smoking area means an area that:

1. does not share windows with a public place or workplace which can be opened; and,
2. has doors and entrances providing access to a public place or workplace which are fume proof, equipped with closers and remain closed at all times except when doors are opened by individuals to enter or exit the outdoor area; and,
3. does not share a thermostat controlled, heating, air conditioning or ventilation system with a public place or a workplace; and,
4. approved by the County of Lambton Building Services Building Department; and,
- 5a. is not covered by a temporary or permanent roof; or,
- 5b. if covered by a temporary or permanent roof has one or more unobstructed exterior openings in the walls surrounding a roofed area at least equal to a net unobstructed area 35% of the total wall surface located between the floor and a height of 2.44 metres above the floor;
- 5c. For the purposes of Section 5b. above:
 - (i) obstructions shall include, but not limited to vines, posters, signs, sun screens, or anything else that may impede air flow; and,
 - (ii) wall surface shall be calculated as if the roof area were surrounded by walls 2.44 metres in height, including the main wall of the building if attached to the main building.

Carried.

Part C, Item 4 – Communicable Disease Capacity

- (A) #13: Foubister/Davidson: That Council approve the recruitment of 1.5 FTE communicable
(F) disease staff (100% funded) effective July 2, 2004, subject to the receipt of written confirmation
(W) from the Ministry. Carried.

OTHER BUSINESS

The Committee was brought up to date by Mr. Ken Dick regarding the prequalification and RFP process for Special Needs Resourcing.

This portion of the meeting adjourned.

Time: 10:00 a.m.

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION

PLANNING AND DEVELOPMENT AND BUILDING SERVICES

Part B, Item 4 – General Manager’s Report

#14: Dedecker/Burns: That the General Manager's Report as set out in Part A and Part B be accepted as presented. Defeated.

Part A, Item 1 – Motion #18 of the Infrastructure and Development/Social and Health Services Committee Minutes dated April 21, 2004 Regarding the 9-1-1 Contract Award

(A) #15: Bradley/Kirkland: That 9-1-1 call taking be charged on the levy as a County service. Carried.
(F)

(A) #16: Foubister/Burns: That the General Manager's Report as set out in Part A and Part B be accepted as amended. Carried.
(F)

Part C, Item 1 a) – Correspondence 7-1-04

#17: Ivey/Davidson: That correspondence 7-1-04 be received and filed. Carried.

Part C, Item 2 – Memorandum dated June 1, 2004 Regarding Software – Sign Making

(A) #18: Dedecker/Case: That the Planning and Development Department upgrade its sign making software at a cost of \$1,550.00 plus G.S.T.; and further,
(F)

That the Planning and Development Department Sign Making Reserve (G/L Account 01-2-01000-8322) be utilized to fund the purchase. Carried.

Part C, Item 3 – Memorandum dated June 8, 2004 Regarding the Proposed Red Cross Contract
for County-Wide Reception Centre Management

- (A) Staff was directed to prepare a report for consideration by the Committee regarding emergency planning at the County level.
- (A) #19: Ivey/Bradley: That the member Municipalities be responsible for making their own arrangements for Reception Centres and that the County be notified by each local Municipality of its particular arrangement. Carried.
- (F)

PUBLIC WORKS

Part B, Item 4 – General Manager’s Report

- (A) #20: Ivey/Foubister: That the General Manager's Report as set out in Part A and Part B be accepted as presented. Carried.
- (F)

Part C, Item 2 – Road Widening and Dedications – Mr. John Kenneth Langstaff, 2173 Mandaumin Road, R.R. #1, Brigden – Road Widening along County Road #26 at the Southwest Corner of Bickford Line and Mandaumin Road

- (A) #21: Dedecker/Burns: That the Warden and Clerk be authorized to purchase, dedicate and register the following Transfer/Deed for road widening purposes, and that the appropriate By-Law be presented to County Council for consideration:

All of N ½ Lot 30, Concession 15, St. Clair Township (formerly Sombra Township), County of Lambton, designated as Part 1 (0.88 acres) on Plan 25R-8587 (Inst. #780700).
Carried.

Adjournment

The Chair declared the meeting adjourned.

Time: 11:00 a.m.

William Bilton
Chair

Ronald G. Van Horne
Secretary

SOCIAL & HEALTH SERVICES DIVISION
GENERAL MANAGER'S REPORT

June 16, 2004

SOCIAL SERVICES DEPARTMENT

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

1. Please see attached report regarding Coronation Park Day Nursery.

PART B **Monthly Activities**

1. Accounts and Verification

Total for the month of May \$1,424,581.73
A listing of the 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) | Were all items purchased in accordance with County Policy? | Yes |
| iv) | Are there any items that were not in the Budget? | No |

2. Revenue and Verification

Revenues received during the month of May \$893,984.00

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

**\$5,642.00 was received from the Ministry related to System Investigative Report (SIR) 13067 to reimburse staff time dedicated to resolving invalid overpayments and/or arrears that resulted from the June 2003 Service Delivery Model (SDM) upgrade. In addition, \$18,937.80 was received from the Ministry for one-time funding to assist with equipment replacement.*

These additional revenues may be used to offset the \$4,646.00 levy impact associated with a staff recommendation to grand parent Homemakers & Nurses Services clients as noted under Part C, Item 2 of this report.

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

Number of Children, by Age Groups

Age Group	Age	# of Children April 30, 2003	# of Children April 30, 2004
Infant	0 – 17 months	50	43
Toddler	18 – 31 months	116	86
Preschool	32 months – 5 yr.	321	268
Kindergarten	5 – 6 years	109	122
School Age	6 – 9 years	146	166
Other	Over 9 years	61	70
TOTAL		803	755

Total Exits (Children) in April

Age Group	Age	# of Children April 30, 2003	# of Children April 30, 2004
Infant	0 – 17 months	7	5
Toddler	18 – 31 months	22	14
Preschool	32 months – 5 yr.	25	35
Kindergarten	5 – 6 years	5	13
School Age	6 – 9 years	16	9
Other	Over 9 years	1	4
TOTAL		76	80

b) Social Services Department – ASAP Computer Redeployment

Responsibility for the management of the Service Delivery Model Technology (SDMT) field infrastructure was transitioned to the County in 2003. Provincially owned Service Delivery Model (SDM) computers were replaced as part of the County-wide refresh strategy in 2003. The provincial equipment was placed in storage at the Lambton Shared Services Centre, pending instructions from the Ministry regarding disposal.

Seven provincial printers were retained for use within the Social Services Department.

PART B **Monthly Activities (continued)**

The Human Services Cluster has advised that client information must be removed from the equipment using a ministry-managed cleaning process before the equipment may be redeployed. A vendor will be secured to carry out the cleaning on site. In the interim, the equipment may not be used for any purpose other than the delivery of Ontario Works.

In preparation for the eventual redeployment of the out-of-service provincially owned computers, an appropriate redeployment plan must be developed and approved by the Regional Office. Possible options include retaining the equipment within municipal offices, donating the equipment to non-profit organizations, or returning it to the Human Services Cluster.

There are currently eighty Dell Pentium II computers with seventeen inch monitors. The Information Technology Department (IT) performed a clean-up for security purposes, and the computers contain no information, operating system, or software. The IT Department has explored the possible use of the equipment in County facilities and has determined that the equipment is past its life cycle, no warranty exists, and that due to the age of the equipment the rate of repair required exceeds their value. As a result, IT has no plans to deploy this equipment.

A plan will be submitted to the Regional Office for approval to retain the equipment in the community rather than return it to the province. Social Planning staff will be asked to develop a process to coordinate the distribution of equipment to local non-profit organizations as they often have limited financial resources to secure such equipment. Lambton College has expressed an interest in the equipment to update computer labs, and equipment not taken up by community agencies will be offered to the College.

c) **Social Services Department – Statistical Report**

The attached Ontario Works statistical report is for the month of May 2004. The increase of 32 cases represents an increase of 1.95% over the previous month. Year-to-date, the caseload has increased by 8.85% with the average caseload at 111.5 cases per caseworker.

PART B **Monthly Activities (continued)**

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

d) Social Services Department – Ontario Works Assistance, Rate Increase

The Ontario budget announcement included a 3% increase in basic needs and shelter for Ontario Works (OW) and Ontario Disability Support Program (ODSP) recipients. Preliminary reports indicated that the rate increase was effective July 1, 2004 and there would be no municipal cost sharing on the increase until January 1, 2005. However, recent information from the Ministry indicates that the rate increase may not take place effective July 1, 2004 due to the significant workload impact associated with programming the rate change into the provincial Service Delivery Model (SDM) technology.

It is estimated that the municipal impact for 2005 (3% rate increase) calculated on Lambton's 2004 projected OW and ODSP expenditures translates into a \$219,601.00 annual levy impact commencing 2005. This information will be taken into account in the preparation of the 2005 budget as appropriate.

e) Social Services Department – Provincial Compliance Audit

Provincial Program Review Officers (PRO) commenced a review on May 26, 2004 as follow-up to the 2001/2002 Ontario Works Annual Compliance Review completed in 2003. The Review Officers have flagged a potential issue with Employment Placement.

PART B **Monthly Activities (continued)**

Ministry guidelines stipulate that direct employer contact is required for each placement in order to capture Level 2 funding. Since the introduction of Ontario Works in 1997, Lambton County and other Consolidated Municipal Service Managers (CMSMs) have claimed Level 2 funding for clients securing employment with the assistance of employment support caseworkers. Although direct employer contact may not have been involved, assistance with job search, resume, workshop preparation, and referrals to job openings were being made. This is consistent with the practice of an outside broker who would claim 'success' in placing a client thereby qualifying the municipality with Level 2 funding.

Since the 2003 audit, the Department has a designated Employment Placement Caseworker to work directly with employers to identify positions for clients. This information is forwarded to caseworkers and referrals made. Direct assistance has been given to employers through the management of job fairs, and assistance with interviews and selection. It is difficult to attach this direct employer contact to each participant that secures employment as a result of these efforts. The SDM technology does not support this type of matching and tracking.

Should the municipality be required to change its established business practice, the potential financial impact may be as high as \$220,000.00 gross or \$44,000.00 net. Staff will await the formal audit report, and will initiate discussions with Ministry staff as appropriate.

f) Social Services Department - AMES Conference

The 2004 Association of Municipal Employment Services (AMES) Conference held in Peterborough was attended by five Ontario Works staff in May. Staff presented a session on the *FOCUS Workshop* to delegates at the conference. The keynote speaker was Dr. Ruby Payne from Texas who has written several books on understanding poverty. Her presentation was extremely well received and very thought provoking.

Staff will be meeting over the next few months to identify ways to integrate some of the lessons learned in the local *FOCUS Workshop* and Dr. Payne's work into broader office procedures and philosophy.

PART B **Monthly Activities (continued)**

g) Social Services Department – National Child Benefit Increase, July, 2004

The Ontario budget announcement May 18, 2004, indicated that the government was examining the issue of the National Child Benefit (NCB) 'claw-back' and whether it should be changed or restructured. The announcement indicated that the July 2004 increase in the federal payment would not be deducted from Ontario Works or Ontario Disability Support Program payments for a period of one year.

This announcement poses a significant challenge for caseworkers to explain to clients and for the Service Delivery Model (SDM) technology to accommodate as the income charge is quite complex. The pre July 2004 NCB amount must be deducted as income from Ontario Works and Ontario Disability Support payments however, the increased amount will not be deducted as income. This is further complicated by the fact that the income deduction is not manually entered by staff, but is accomplished through a tape match with Federal NCB payment records.

Social Assistance & Municipal Operations Branch is working on the issue and reports indicate the branch acknowledges the complexity involved and that there are significant programming issues associated with implementation. There is also a potential workload impact for local Ontario Works staff. The July increase will affect the August, 2004 Ontario Works payment. Should the income deduction be incorrect, arrears would need to be issued.

In March 2004, there were 586 cases on the local Ontario Works data base with National Child Benefit income.

h) United Way of Sarnia-Lambton

The United Way recently published its long range plan "*Our Future is Now.*" Much of the plan focuses on what the United Way of Sarnia-Lambton must do in order to be prepared for the changing environment throughout the community. The County of Lambton is commended on page 18 of the report for its leadership in both the problem solving process and its commitment of resources in the areas of homelessness and poverty. To view the detailed report, visit www.theunitedway.on.ca.

PART B **Monthly Activities (continued)**

4. General Manager's Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

- a) 7-4-04 OMSSA Newsletter, providing an overview of the Provincial Government Budget announcements.
- b) 7-5-04 Toronto Star news article concerning the 3% rate increase for Ontario Works and Ontario Disability Support Program recipients, announced in the May 18, 2004 Provincial Budget.

Recommendation

That correspondence 7-4-04 and correspondence 7-5-04, be noted and filed.

2. Social Services Department – Homemakers & Nurses Services

During the 2004 budget deliberations, a decision was reached to eliminate the delivery of the Homemakers and Nurses Services program effective July 1, 2004.

New intakes to the program ceased effective April 5, 2004. The Ministry of Health was informed via letter of the County's intent to withdraw from the provision of Homemaking and Nurses Services. Staff has met with representatives from Red Cross to advise that the program was to be discontinued as they provide homemaking service under contract to the County. As well, meetings were held with representatives from Community Care Access Centre (CCAC) and Lambton Elderly Outreach (LEO) regarding possible transition of service.

PART C Other Matters Requiring a Motion (continued)

There are currently seventeen clients receiving Homemaking Services through the County. They range in age from 31 – 87. Most have severe mobility issues, including the need for wheelchairs, walkers and scooters. Their medical concerns include heart disease, severe arthritis, pain management, cerebral palsy, muscular dystrophy, and cancer. Care is provided by Red Cross Homemakers for 1.5 – 6.5 hours per week, assisting with light housekeeping, grocery shopping, laundry, and meal preparation. This care enables individuals to remain in their homes.

Front line staff from Ontario Works, Red Cross, Community Care Access, and Lambton Elderly Outreach met at the end of May to determine whether Homemaker clients could be transitioned to CCA or LEO. Unfortunately, due to cutbacks at CCAC in 2003, homemaking service is no longer available. CCAC identified one client may be eligible for 1 hour per week under their criteria, but their care would be reduced from 5 hours to 1 hour per week. LEO is able to provide housekeeping services, however clients would be required to pay for the service at \$7.00 per hour. Based on the current hours, clients would be required to pay \$10.50 – \$45.50 per week, or \$42.00 - \$182.00 per month. Income levels for those receiving Homemakers Services range from \$665.00 to \$1,190.00 per month.

Satisfactory alternative care is not available. Staff recommend that Homemaking Services be grandparented for existing clients until the service is no longer required, or there is eligibility for full service under another community program. Red Cross has served notice that should service be continued on a limited basis, that the existing rate of \$17.15 established in 1997 be updated.

The 2004 budget was set at \$23,231.00 gross/ \$4,646.00 net based on the provision of service to June 30, 2004. Year to date expenditures (May) total \$14,137 gross/ \$2,827 net. Based on current expenditures and a possible rate increase, it is estimated that the provision of Homemaking Service for the full year would total \$46,462.00 gross or \$9,292.00 net, which represents an increase of \$23,231 gross/ \$4,646 net over the approved budget.

As noted earlier, additional revenues have been received by the Department totaling \$24,579.00. These revenues may be used to offset the \$4,646.00 additional levy impact in 2004.

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

Recommendation

That Council approves the grandparenting of seventeen Homemaker Services clients, and that service be continued under the Homemakers and Nurses Services Act until such time as the service is no longer required by the individual, or there is eligibility for full service through another community program; and further,

That Council approves the renegotiation of the Homemakers and Nurses Services rate with Red Cross.

3. Social Services Department - Homelessness

Committee will recall that the Provincial Government announced the establishment of a Provincial Rent Bank program. Staff has been informed that the allotted funds available to the County of Lambton are \$111,280.00. The terms and conditions to receive this one-time funding require signing a grant agreement with the Province. Conditions of the program include that these dollars be used for:

- arrears of rent to prevent rent evictions;
- payment has to be to the landlord who must agree not to evict;
- there must be an application process;
- a maximum of two months arrears can be paid;
- Ontario Works clients that access this funding are not to have it counted as income.

The Provincial government also recently announced the \$2 million dollar Energy Emergency Fund to help low-income households, including social assistance recipients facing energy-related emergencies. Staff has been informed the allotted funds available for this program is \$21,780.00 for the County of Lambton. The Energy Emergency Fund is 100% provincially funded on a one-time basis (not annualized funding). The terms and conditions of receiving this one-time funding require signing a grant agreement with the Province. The purpose of this fund is to help pay for energy arrears (including hydro, oil and gas), as well as the costs for security deposits and reconnection fees.

Staff has sought community input through the Community Homelessness Initiatives Network (C.H.I.N.) for both of these one-time funding programs and their potential use and implementation.

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

The current County of Lambton Homelessness Plan which was endorsed by C.H.I.N. supports an existing rent-utility bank program delivered throughout the County through three different organizations. Suggestions heard from C.H.I.N. included that the one-time funding through the two recently announced provincial programs be used to enhance the current rent-utility bank program in existence and to ensure access that the funds be distributed over time (present through to December 2006). The committee was concerned that a lump sum infusion of dollars would result in an immediate take-up and that applicants in crisis in the future would not have access assistance.

Recommendation

That Council authorizes staff to enter into grant agreements with the Province of Ontario to access one-time funding from the Provincial Rent Bank & Energy Emergency Fund programs, and further,

That the funds be used to enhance the current rent-utility bank program outlined in the County of Lambton - Homelessness Plan, and further, that staff be authorized to disburse the funds accordingly.

4. Social Services Department – Childcare Wage Subsidy Review

Program Review and Compliance staff recently completed audits of thirteen (13) childcare agencies receiving wage subsidy funding through the Children Services Department. Individual reviews concluded with specific recommendations regarding the current wage subsidy program for each agency.

Based on the outcomes of the individual reviews and the wage subsidy program as a whole with the Manager of Children's Services the attached report with general findings and recommendations has been produced. The general recommendations are consistent with the goals and objectives of the current Council approved County of Lambton - Childcare Service Plan.

Recommendation

That the Child Care Wage Subsidy Program Review Report be approved as presented, and that staff be directed to implement the identified recommendations.

PART C Other Matters Requiring a Motion (continued)

5. Children’s Services Department – Fee Increase

To better reflect actual operating cost staff is recommending an increase in the Per Diem Rates for Full Fee Parents at Coronation Park Day Nursery. The average actual cost for all age groups was \$36.36.

Current rates for full fee paying parents are \$31.50 Toddler, \$29.90 Preschool, and \$28.35 School Age. The last increase in Coronations fees was in May 1, 2001.

Age Group	Coronation (2003 operating actual)	Coronation (Current)	Coronation (Recommended)	YMCA (Parent Fee)	ABC (Parent Fee)
Toddler	\$36.36	\$31.50	\$32.45	\$40.00	\$37.00
Pre-School	\$36.36	\$29.90	\$30.80	\$38.00	\$35.00
School Age	\$36.36	\$28.35	\$29.20	\$5.00 per hour	n/a

Recommendation

That Council approve a 3% fee increase at Coronation Park Day Nursery effective August 1, 2004 and that the Per Diem Rate be increased every six months by the rate of inflation (CPI) until the Per Diem Rate equals the actual operating cost.

PART B **Monthly Activities (continued)**

3. Items of Committee Interest

Food Safety

A display and presentation on food safety was given to members of a Boy Scout Camp in Lambton Shores. Topics discussed included food storage and temperatures, cleaning and sanitation, and hand washing.

Safe Water

Staff investigated two separate reports of adverse water. In one instance, a school in the Town of Plympton-Wyoming was investigated and follow-up samples indicated that the water was safe. Another investigation involved a water sample taken in Enniskillen Township. Again, follow-up samples indicated the water was safe for human consumption.

A Boil Water Advisory was issued to the users of the Thedford Water Supply System due to a break in a waterline. Preliminary water sample results indicated that the drinking water was unsafe. To date, subsequent water sample results are satisfactory and the Boil Water Advisory has been discontinued.

Sexual Health

Staff conducted presentations on *Girl Talk* in Sarnia, Enniskillen Township and the Municipality of Lambton Shores. Topics included changes in puberty and menstruation. Overall, attendance was good.

Public Health Nurses continue to educate Grade 9 students. In April, presentations were given to 156 students. In elementary schools, more than 832 students between Grades 5 - 8 received the enhanced program of sexual health education.

Health Hazard

Following an incident involving illegal hazardous waste disposal a State of Emergency was declared by the Chief of the Aamjiwnaang First Nation Community. While the emergency remained in effect, staff from the Community Health Services Department met daily with representatives from the Band Council, Ministry of Environment, Environment Canada, Emergency Measures Ontario, and Sarnia Police and Fire.

PART B **Monthly Activities (continued)**

Staff have been busy completing inspections of housing accommodations for migrant farm workers in The Township of Dawn-Euphemia and the Municipality of Lambton Shores.

Several complaints regarding mould and indoor air quality in rental properties were investigated by staff. Follow-up action was conducted and the majority of complaints have been resolved.

A Public Health Inspector investigated a complaint concerning the accessibility to washroom facilities in a Sarnia area school. The issue was discussed with the school Principal and has since been resolved.

Four ticks were submitted to the public health lab for identification and all were identified as Dog Ticks, which are not efficient transmitters of Lyme Disease.

Tobacco Control

Three charges were laid under the Tobacco Control Act for holding lighted tobacco in a prohibited place.

Thirty-two notices were received advising of students smoking on school property.

West Nile virus

West Nile virus *Public Information Sessions* were held in the Municipality of Lambton Shores on May 17th and the Township of Brooke-Alvinston on May 18, 2004. A combined session was conducted for the Township of Dawn-Euphemia, the Township of Enniskillen and the Village of Oil Springs on May 19, 2004. Additional sessions were held in the Town of Plympton-Wyoming on May 26th and St. Clair Township on June 9, 2004.

Four complaints regarding stagnant water were investigated. Follow-up action is on-going. Twenty-nine dead bird sightings have been reported. Larval surveillance began in early April and no activity has been identified to date.

Staff attended certification training in mosquito and larval identification. The workshop was held at Brock University in St. Catharines, Ontario. Staff successfully completed the training.

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

Lambton's Pandemic Planning Committee recently met to look at further updates to the local Pandemic Plan, and to develop the appendices or annexes to the plan that relate to each working subcommittee. It is anticipated that a final draft of the revised plan will be complete by the fall. A 'table-top exercise' will be scheduled to further evaluate the workability of the plan.

Vaccine Preventable Diseases

It was announced in the Ontario Budget, May 18, 2004, that chickenpox, meningitis, and pneumonia vaccines will be added to the children's free immunization program in 2004-2005. As well, free flu shots will continue to be provided to all Ontarians in workplaces and in the community.

Glaxo Smith Kline offered varicella (chicken pox) vaccine to Ontario health units as a one-time initiative. Lambton received 840 doses of this vaccine, and has administered or distributed all but about 200 doses as of May 19. The vaccine has been targeted to children ages 12 months to 12 years, who have not had chicken pox and who are not covered by a drug plan which would pay for the vaccine. Various clinics have been held by CHSD staff throughout the County, and family physicians have also administered doses of the vaccine to their patients who fit this criteria.

Nearly five hundred Lambton County students will be suspended from school as of May 26, 2004 if their immunization status has not been updated by that time. Over one thousand suspension orders were issued earlier this month, and as of May 19 over half of these orders had been rescinded. Unfortunately, the threat of suspension is the only means by which the Department is able to achieve updated immunizations for some of Lambton's students each year. Drop-in clinics will be held to accommodate those students who have been suspended and who require updated immunizations to return to school.

Rabies

There have been eighteen reports of animal bites in Lambton, and one individual received post-exposure rabies vaccine as a result of a bite from a raccoon that was not available for rabies testing.

PART B **Monthly Activities (continued)**

Sexually Transmitted Diseases

An increase in the number of cases of syphilis has been noted in Ontario, and in particular in the Toronto area homosexual population. As a result, staff have been looking more carefully at client histories to determine the need for testing for this sexually transmitted disease.

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) 7-6-04 Toronto Star article indicating the Provincial Government will shoulder more responsibility for local public health units by 2007.
- b) 7-7-04 Correspondence from a local resident supporting the establishment of a local methadone clinic.
- c) 7-8-04 Correspondence from a local resident supporting the establishment of a local methadone clinic.

Recommendation

That correspondence 7-6-04, correspondence 7-7-04, and correspondence 7-8-04 be noted and filed.

2. Methadone Clinic

Committee members will recall that the Hepatitis C *Needs Assessment* identified a need locally for a methadone clinic. The May 2004 staff report on this issue is attached for Committee's convenience.

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

As previously advised three local emergency room physicians are prepared to establish a local clinic. They have requested one-time funding for fit-up costs and the first year's lease costs – estimated at \$42,000.00. Ongoing operating costs, including salaries would be covered by the Ontario Health Insurance Plan. (OHIP)

The need for the establishment of a local methadone clinic has been clearly identified. The one-time investment would reduce Ontario Works (OW) and Ontario Disability Support Program (ODSP) medical transportation costs, remove a potential barrier to treatment, assist all Lambton residents in obtaining medical treatment, including those still employed, and add secondary benefits attributable to families and employers. Please reference correspondence 7-7-04 and 7-8-04, regarding this matter.

The Federal Government has now advised that they are unable to support the Community Health Services Department's application for one-time start-up funding.

The estimated annual OW transportation allowance is between \$96,000.00 and \$115,200.00. The cost varies depending on the frequency of the visits and the progress the individual is making. Staff is seeking Council approval to redirect \$42,000.00 from the Ontario Works budget. Not only would this reduce future budget requirements but would benefit all Lambton residents with reduced travel costs associated with securing treatment, not just those in receipt of social assistance.

Recommendation

That staff be authorized to redirect \$42,000.00 (one-time start-up funds) from the Ontario Works budget for the purpose of establishing a methadone clinic, subject to the negotiation of an agreement with interested local physicians.

3. **Smoke Free By-Law - Implementation Plan**

The Smoke Free By-Law Implementation Plan is outlined in the attached memo.

Recommendation

That the Smoke Free By-Law Implementation Plan be approved as submitted;

That 2 half-time Bylaw Enforcement Officers be hired to begin July 1, 2004 for a period of six months;

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

That By-Law 10 of 2004 be amended as follows:

- a) Amend Section 1.6 by adding “but does not include DESIGNATED OUTDOOR SMOKING AREAS,” and
- b) Amend Section 1.9 by adding “but does not include DESIGNATED OUTDOOR SMOKING AREAS,” and
- c) Add Section 1.10 DESIGNATED OUTDOOR SMOKING AREAS

Designated outdoor smoking area means an area that:

- 1. does not share windows with a public place or workplace which can be opened; and,
- 2. has doors and entrances providing access to a public place or workplace which are fume proof, equipped with closers and remain closed at all times except when doors are opened by individuals to enter or exit the outdoor area; and,
- 3. does not share a thermostat controlled, heating, air conditioning or ventilation system with a public place or workplace; and,
- 4. approved by the County of Lambton Building Services Building Department; and,
- 5. a is not covered by a temporary or permanent roof; or,
- 5. b if covered by a temporary or permanent roof has one or more unobstructed exterior openings in the walls surrounding a roofed area at least equal to a net unobstructed area 35% of the total wall surface located between the floor and a height of 2.44 metres above the floor;
- 5. c For purposes of Section 5.b above:
 - (i) obstructions shall include, but not limited to vines, posters, signs, sun screens, or anything else that may impede air flow; and,

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

- (ii) wall surface shall be calculated as if the roof area were surrounded by walls 2.44 metres in height, including the main wall of the building if attached to the main building.

4. Communicable Disease Capacity

A recent article titled "*Health Promotion falls through the cracks while MOH's are busy putting out fires*" was very insightful, particularly as it pertains to the Environmental Health & Prevention Services team. Since March 2003, the Community Health Services Department (CHSD) staff has been going from one issue/situation to another, hoping that there will be only one crisis occurring at a time. With no surge capacity, management staff took the full brunt of reacting to SARS prevention, West Nile virus plan implementation, the vinyl chloride spill, and air quality releases. Daily Ministry teleconferences took place on Saturdays and Sundays as well as weekdays. New directives arrived daily. The potential for error increases when staff is stretched to such an extent

Committee members will recall that the Province of Ontario had previously provided 100% funding for 1.5 F.T.E. staff to March 31, 2004 to increase the capacity of the public health system (both locally and provincially) to deal with communicable disease planning and outbreaks. The Province verbally indicated that standard cost-sharing would be required beyond April 1, 2004. During 2004 budget deliberations Council direction was to lay-off the contracted individuals, and proceed with recruiting the required cost-shared staff effective November 1, 2004.

Ministry of Health and Long-Term Care approval of 100% funding for 1.5 FTE's, (up to \$8,990.00 per position per month) has now been received. With this commitment by the Province to fund the positions 100% Council permission is sought to move forward the hiring of the staff to July 2, 2004.

Recommendation

That Council approve the recruitment of 1.5 FTE communicable disease staff (100% funded) effective July 2, 2004, subject to the receipt of written confirmation from the Ministry.

INFRASTRUCTURE & DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

June 16, 2004

PUBLIC WORKS

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

1. No matters to report at this time.

PART B **Monthly Activities**

1. Accounts and Verification

Totals for the month of May:

Roads	\$ 373,651.11
Waste Management	\$ 52,151.85
Facilities Services	\$ 8,077.18

A listing of the 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) Were all items purchased in accordance with County Policy? | Yes |
| iv) Are there any items that were not in the budget? | No |

2. Revenue and Verification

Revenues received during the month of May:

Roads	\$ 129,936.00
Waste Management	\$ 32,845.00
Facilities Services	\$ 477.00

- | | |
|--|----|
| 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) Adopt a Road Program

Roadside clean-ups were undertaken in April by the following groups:

- Ladyluck Riders – County Road #26 (Mandaumin) – C. R. #22 (London Line) to C. R. #7 (Lakeshore Road)
- Watford Rotary – County Road #79 (Nauvoo Road) from Watford to LaSalle Line.
- Cassia Lodge, Thedford – County Road #6 (Thomson Line) from C. R. #79 (Arkona Road) to Lambton/Middlesex Boundary.
- Bluewater Cycling – County Road #14 (Churchill Line) from Blackwell Road to Brigden Road.
- Junior Farmers – County Road #20 (Plank Road) from C. R. #4 (Petrolia Line) to LaSalle Line

Roadside clean-ups were undertaken in May by the following groups:

- Knights of Columbus – County Road #22 (London Line) from Reece's Corners to Wanstead Road.
- Wyoming Lions – County Road #21 (Oil Heritage Road) from Highway # 402 to C. R. #14 (Churchill Line).

b) SLEA President's Award

The County of Lambton, in partnership with Clean Harbors Canada, Inc., was the recipient of the Sarnia Lambton Environmental Association's (SLEA) President's Award. The award recognizes the continuing success of this innovative partnership of a public body and a private company to offer an essential environmental service, 6 Household Hazardous Waste (H.H.W.) Days annually, to our communities. Don McGugan accepted the award on behalf of Warden Todd Case. Attached for the committee's information are the 2003 statistics for materials recovered/recycled at the H. H. W. days last year.

PART B **Monthly Activities (continued)**

c) Rights of Way

The Federation of Canadian Municipalities (FCM) is urging municipalities to share their concerns with Members of Parliament regarding the ongoing issue of the ability of municipal governments to administer publicly-owned lands and amend the Telecommunications Act to:

- restrict telecommunications carriers' statutory access rights to highways only,
- stop Canadian Radio-television and Telecommunications Commission (CRTC) interference in municipal road management,
- confirm that municipal governments can recover from telecommunications companies all costs related to the use, and occupancy of municipal property and charge fees for this use and occupancy, and
- confirm that the CRTC's dispute resolution function does not include setting aside or reviewing prior agreements.

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. Road Widenings and Dedications

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

- From John Kenneth Langstaff, 2173 Mandaumin Road, R.R. # 1, Brigden, for a road widening along County Road #26 at the southwest corner of Bickford Line and Mandaumin Road.

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

Recommendation

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

All of N½ Lot 30, Concession 15 of St. Clair Township (formerly Sombra Township), County of Lambton, designated as Part 1 (0.88 acres) on Plan 25R-8587 (Inst. # 780700).

INFRASTRUCTURE AND DEVELOPMENT SERVICES DIVISION
GENERAL MANAGER'S REPORT

June 16, 2004

PLANNING & DEVELOPMENT and BUILDING SERVICES

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

1. Motion #18 of the Infrastructure & Development/Social & Health Services Committee meeting dated April 21, 2004:

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.

Attached is a memo dated May 26, 2004 addressing the funding of 9-1-1 call taking contract with the O.P.P.

PART B **Monthly Activities**

1. Accounts and Verification

Totals for the month of May:

Planning & Development	\$ 2,288.17
Emergency Services	\$ 116.25
Building Services	\$ 8,055.45

A listing of the 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) Were all items purchased in accordance with County Policy? | Yes |
| iv) Are there any items that were not in the budget? | No |

2. Revenue and Verification

Revenues received during the month of May:

Planning & Development	\$1,962.00
Emergency Services	\$ 0.00
Building Services	\$ 24,214.00

PART B **Monthly Activities (continued)**

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

3. Items of Committee Interest

a) Work in Progress

Township of Enniskillen Official Plan

The public meeting for the Official Plan has been tentatively set for July. At a later date, there will be a supplementary plan dealing with policies for locating commercial greenhouses, which will amend the Official Plan.

Village of Point Edward Official Plan and Zoning By-law

The next scheduled meeting with Council is June 8, 2004. We are still 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

By-law 97 of 2003 is in full force and effect, save and except for Section 26.2.1 which has been appealed to the Ontario Municipal Board (OMB). Letters have been sent to the OMB as to how to amend the Zoning By-law to satisfy the appeals.

Village of Oil Springs Official Plan and Zoning By-law

A preliminary draft plan was presented to Council for review. We are waiting for Council to set up another meeting.

Township of St. Clair Parking Study

Preparations are ongoing for a Master Plan to visually illustrate all proposed recommendations from the Report on Phases 1 and 3 of the Downtown Corunna Parking Study as well as the on-street parking currently available. Once the Master Plan is completed, it will be presented to both the Council of St. Clair Township and the public for comment. It is anticipated that the work will be completed sometime in July.

PART B **Monthly Activities (continued)**

b) Update on the Search for a Senior Planner

PHM Search Group was retained to conduct a search for the Senior Planner position. To date, they have searched the municipal sector and are nearing the end of their search in the private sector. They have not been able to identify any suitable candidates for the position. We will also contact previous qualified applicants who have declined the position in the past to see if they may be interested at this time.

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) 7-1-04 Letter dated May 8, 2004 from North Kent Mutual Fire Insurance Company, the local, policy holder-owned insurer that operates for the most part in South Lambton and North Chatham-Kent, is recommending to local municipalities that the present 9-1-1 addresses, specifically road and street names, be maintained as they presently are as per the direction of the policy holders. At the present time, St. Clair Township is not working on changing any of the road or street names.

Discussion: We are aware of some duplication of road names in the Township of St. Clair. Any changes implemented by local council will reflect the best interests of those impacted while strengthening the effectiveness of the 9-1-1 system.

Recommendation

That correspondence 7-1-04 be received and filed.

2. Upgrade of Sign Making Software

Please see attached memo.

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

Recommendation

That the Planning & Development Department upgrade their sign making software at a cost of \$1,550 + GST; and further

That the Planning & Development Sign Making Reserve (G/L Account 01-2-01000-8322) be utilized to fund the purchase.

3. Staff Report on Red Cross Proposal

As directed by Committee at our last meeting, a letter was faxed to each local municipality to canvass their interest in a County-wide contract for the provision of shelters during a declared emergency. All responses may not be back in time to include a report with this package. (memo attached, page 11)

If the majority of municipalities are interested in a County contract, I would suggest that we go back to step one and issue a Request for Proposal. Although staff believe there are no other providers that can supply the service on a County-wide basis at this time, an RFP would put the issue to bed.

If the majority of municipalities are not interested in the County-wide contract, then I would suggest that we drop the issue and rely on the mandate that local municipalities have to make their own arrangements for shelters as is the case in the present local municipal emergency plans.

MINUTES
COMMUNITY SERVICES/
INFORMATION TECHNOLOGY COMMITTEE

June 16, 2004

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

Present: Chair Dave Boushy, Warden Todd Case. Members: C. Jamieson, S. Arnold, B. MacDougall, B. McManaman and J. Murray. Ms. C. Clarke and Ms. S. Murray 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: D. McGugan, G. Perry and W. Petryschuk.

COMMUNITY SERVICES DIVISION

LIBRARIES

Part B, Item 4 – General Manager’s Report

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

Part C, Item 2 – Donations

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

MUSEUMS

Part B, Item 4 – General Manager’s Report

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

Part C, Item 2 – Collections Management Report

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

GALLERY LAMBTON

Part B, Item 4 – General Manager’s Report

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

HOUSING SERVICES

Part B, Item 4 – General Manager’s Report

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

SENIOR SERVICES

Part B, Item 4 – General Manager’s Report

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

Part C, Item 2 – Donations

- (A) #8: McManaman/Arnold: That the donations be gratefully accepted and that thank you letters
(F) be sent in accordance with the County’s Recognition Policy. Carried.

EMERGENCY MEDICAL SERVICES

Part B, Item 4 – General Manager’s Report

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

Part C, Item 2 – Memorandum dated June 3, 2004 Regarding Exempt Purchasing of Ambulances

- #10: McManaman/MacDougall: That County Council approve an exemption under the current
purchasing policy for the purchasing of ambulances. Defeated.

- (A) #11: Jamieson/MacDougall: That the County continue to follow the County's Purchasing Policy currently in effect. Carried.

CORPORATE SERVICES DIVISION

INFORMATION TECHNOLOGY

Part B, Item 4 – General Manager's Report

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

COMMUNITY SERVICES DIVISION

SENIOR SERVICES

In-Camera

- #13: McManaman/MacDougall: That the Chair declare the Committee go in-camera to discuss a matter concerning the proposed or pending acquisition/disposition of land by the municipality. Carried.

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated July 7, 2004.)

Open Meeting

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

Adjournment

The Chair declared the meeting adjourned. The next meeting will be held at a smaller local library, to be announced in August 2004.

Time: 2:00 p.m.

Dave Boushy
Chair

Ronald G. Van Horne
Secretary

PART B **Monthly Activities (continued)**

3. Items of Committee Interest

a) Statistics

b) On June 14, 2004 Sarnia Branch will be hosting Remembering the Battle for Normandy Sixty Years Later. Following Brian McKenna's documentary "The Valour and the Horror", staff will lead a discussion, giving attendees the opportunity to share information and learn more about this pivotal battle of World War II.

c) Partnerships

The Rural Wellness Group from Healthy Living Lambton has begun its walking program. Information packages are being distributed through our branches and many branches will be the starting and finishing point for the walks. Libraries will also be lending pedometers for the walk.

"Wild about Reading", this summer's children's reading program is having its kickoff during Art Walk 2004, a program organized through the Lawrence House Centre for the Arts to promote community awareness of the arts. The downtown branch will be offering an animal mask making workshop, conducting a chalk drawing contest and offering stories and crafts during the weekend celebration.

d) The Bookmobile will be on hand for touring during the Lambton County Staff Picnic on June 10 at Canatara Park. Used paperbacks will be available free of charge and memberships to the Lambton County Library system will also be available.

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

- 2 copies of The Commissionaires: an organization with a proud history: 1925-1998, edited by John Gardam, donated by the Canadian Corps of Commissionaires
- \$20 for the purchase of children's books, donated by Wendy Blacklock of Corunna
- \$25 for the purchase of adult books, donated by Jessie David of Clearwater, Ontario
- \$30 from an anonymous donation to Sarnia Branch
- \$10 from Bright's Grove donation box
- \$10 from the Grand Bend donation box

Sale of Used Books: \$216.27

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 2004

Children's Programs Calendar 2004

PART B **Monthly Activities (continued)**

c) Nova Volunteer

Nova Chemicals, through their Community Support Program, has been providing a volunteer for the Heritage Museum for the last year. The Nova employee has completed numerous projects requiring metal fabricating and welding. This volunteer has also created a series of metal sculpture icons to represent Lambton for the garden in front of the museum.

d) Heritage Sarnia-Lambton Television Marketing Project

The 11 museum members of Heritage Sarnia-Lambton now have their co-op ad campaign up and running. This required filming at each of 11 museum sites, and subsequent production for the three sister stations. Due to the generous matching corporate bonus given, total retail value of the ad budget has blossomed to \$60,000.00 providing each of the museums with a level of prominence and visibility not typically available.

e) Dutch Heritage Day

During this popular annual picnic event on Sunday July 25 from 12:00-4:00, 'Folk Corn', a Holland based group, is scheduled to perform. Dutch pastries, smoked fish, dance and folksongs will also be offered throughout the day. Greetings will be extended by the Vice-Consul of the Royal Dutch Embassy to Canada. Guests bring their lawn chairs and the performances continue all afternoon on the main stage.

f) Oil Museum Season Opening

Cold and damp weather played havoc with the Oil Museum kite-fly, but in the month of May four school tours and two motor coaches visited the site.

4. General Manager's Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

None at this time.

2. Collections Management:

Lambton Heritage Museum

Artifacts Recommended for Acceptance:

- Piano cover, donated by Alma Jay, Thedford.
- Cast iron toy horse, donated by Bob Armitage, Sarnia.

Artifacts Recommended for Refusal:

- Home Atlas (of limited interest, not local content) F. Harper, Watford.

Artifacts Recommended for Disposal:

- Nurse's belt, (in isolation, without uniform) 995.10.1b
- Radio, floor style, wooden parts of cabriole missing. E 977.4700
- Two ledgers from Parkhill Foundry (send to Museum London)
- Pieces of chipped & broken glass plates and mugs with breakage: 985.21.3; 977.1003; 984.33.51; 977.1507; 977.882; 977.884; 984.32.102

Oil Museum of Canada

Artifacts Recommended for Acceptance:

- Photo of Archie Barnes (Oxford House/Oil Springs) donated by Owen Byers, Oil Springs
- Table cloth with red embroidered names and two baby dresses, donated by Alex McGregor, Wilkesport
- Plaque with thermometer (advertising give away from McGregor Market, Oil Springs) donated by Betty Lou Snetselaar, Petrolia

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

Lambton Room Donations

- 11 Birkhall Women's Institute Minute Books, 4 Tweedsmuir Histories, 2 Binders, donated by Birkhall Women's Institute, Moore Township, Ontario
- St. Paul's Anglican Church Wisbeach Warwick Township Cemetery, donated by Jack Rogers, Watford, Ontario
- Beers' Commemorative Biographical Record of the County of Lambton, Descendants of James Park, The Long Journey: A Family History 1687-1991, Extracts of the Dresden Times 1923-1956, Index to the Tilbury Story 1887-1987, Index to Ridgeway 1875-1975, Forward with Christ for 125 years 1840-1965: Arkona Baptist Church, Arkona, donated by Lynn Clark, Chatham, Ontario
- Copy of the 1851 Euphemia Township Poll Book, Original 1930 Election Recapitulation Sheets, 1930 Voter's List, Oil Springs, donated by Fred Fansher, Chatham, Ontario
- Updated map of Sarnia, donated by Helen Janes, Sarnia, Ontario
- Miscellaneous Papers pertaining to Joseph Nickels, Plympton Township, Robinson Family Tree, donated by Joanne Atkinson, Wyoming, Ontario
- 1882 Letter written by Peter McKellar, donated by Ruth Leitch, Alvinston, Ontario
- Box of Photographs pertaining to the Couse Family, donated by Helen Pierce, Petrolia, Ontario
- \$96.27 from used book sales
- \$67.25 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)**

Bus Trips (cont'd)

A bus trip is being organized to the Art Gallery of Ontario on Saturday, August 28, 2004 to see the art exhibition, *Impressionist Visions: Turner, Whistler, Monet*. This will cost \$75.00 plus GST for members and \$79.00 for non members.

b) Art Classes for Children

12 art classes for children are being offered during the summer with local instructors, Dave Dunk (2 sessions of "Clayworks"), Susan Perry ("Multi-media Mates," "Drawing Discovery," "Adventures in Art," and "Surreal Deal & Gargoyles Galore"), Beverly Fish (2 sessions of "Pen & Ink"), Erica Mendritzki ("The Magic Pencil," "The Lost World of Artlantis," "Animal Crackers," and "Time Travelers"), and David Moore ("Flights of Fancy," and "The Call of the Wild").

c) Current Exhibitions

Canadian Painting 1914-1926: Selections from the Permanent Collection (Sadie A. Knowles Gallery), June 12 to August 28, 2004. The years 1914 to 1925 were critical ones for Canadian painting. It saw the origins and birth of the Group of Seven which changed the way artists saw the landscape for many years to come. There were other artists who shared the same visions but were never members of the Group. In addition, there were others who worked in outmoded styles while others developed in different directions. By 1925 with critical successes at home and abroad the Group of Seven had a firm place in our cultural heritage.

The Human Condition: Selections from the Permanent Collection (Main Gallery), June 12 to August 28, 2004. This exhibition will focus on the collection that deals with the human figure. In addition to the nude and portraiture, the face and the body will reveal how they show us so much about our humanity. Many of the works in this exhibition have not been seen for many years, if at all.

d) Upcoming Events

Artwalk 2004, June 24 to 27, 2004. Gallery Lambton will participate in this downtown project arranged by the Lawrence House Centre for the Arts.

PART B **Monthly Activities (continued)**

Featured are a walk-in “Creative Wigglers” with Jeannie Brazeau, and tours of the current exhibitions with Gallery staff.

e) Permanent Collection: Loans

Edwin Holgate’s *The Lumberjack* is currently on loan to the Edmonton Art Gallery for a national tour of its exhibition, *Soundtracks*, June 2003 to June 30, 2005.

Lawren Harris’ *Winter Evening* is being circulated nationally in the exhibition, *The Other Landscape* by the Edmonton Art Gallery, 2003-2005.

Joanne Tod’s *Identification/Defacement*, 1983 is currently on loan to the McMichael Canadian Art Collection for an exhibition of portraiture, *Identities, Canadian Portraits*, from February 28 to June 13, 2004.

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

f) Statistics

4. General Manager’s Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

None at this time.

PART 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**

No matters at this time.

COMMUNITY SERVICES DIVISION
GENERAL MANAGER'S REPORT

June 16, 2004

SENIOR SERVICES DEPARTMENT

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

1. Motion #19, County Council May 5, 2004, *“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 Residents’ Associations for better solutions to meet “range of activities” directives from the Ministry of Health and Long-Term Care.”*

Staff circulated a questionnaire to all residents and their families related to the issue of TV’s in the lounges and held a Resident/Family Meeting on May 20, 2004 to further discuss the issue. The Ministry Compliance Officer was in attendance at this meeting as well as families and residents.

Survey results were equally split between those who wanted TV’s in the lounges and those who did not. After some discussion, it was agreed that a TV and VCR would be placed on a cart that could easily be moved from lounge to lounge. This would allow volunteers and/or families to organize movie events for residents who were interested and would also leave some lounges to be used for quieter activities. This arrangement met with the Ministry’s approval and will be monitored to see how it is working.

PART B **Monthly Activities**

1. **Accounts and Verification**

Total for the month of May 2004 \$ 1,018,567.74

A listing of the 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) | Were all items purchased in accordance with County Policy? | Yes |
| iv) | Are there any items that were not in the budget? | No |

2. **Revenue and Verification**

Revenues received during the month of May: \$ 21,862.00

- | | | |
|------|--|----|
| 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) Statistics

4. General Manager's Report

Recommendation

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

PART C **Other Matters Requiring a Motion**

1. Correspondence

No items at this time.

2. Donations

The following donations were received by Marshall Gowland Manor:

- an organ donated by Mrs. Yarnell
- a pool table donated by Mr. Fregin
- a print donated by the CNIB
- a stained glass hanging donated by D. Baines
- a stained glass hanging donated by B. Helbin

In addition, the following donations have been received:

- LMV Therapeutic Garden: total of \$2,245
- Lambton Meadowview Villa: total of \$45.00
- AAEC: total of \$620.00

Recommendation

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

PART B **Monthly Activities (continued)**

b) London-Middlesex Thames EMS Arbitration Award

London-Middlesex received their arbitration award related to their negotiation. The award gave Thames EMS Paramedics an increase of 30.5% over 3 years. This arbitration award was handed down on May 5, 2004. Full copies of the award are attached.

c) Stroke Strategy and Bypass Protocol

The Lambton Hospital group has formalized the stroke strategy and bypass protocols for residents suffering from stroke. The documents have been signed off and EMS staff currently sits on the Strategic planning committee. This protocol will benefit patients located in Lambton County who are afflicted by a stroke. The protocols will allow patients to be transferred to the most appropriate medical facility able to handle these types of patients, by administering tPA, a thrombolytic drug. This drug is commonly referred to as the “Clot Buster” drug. The drug basically breaks down clots in stroke victims and reduces the effects of stroke and its side effects on patients that meet the criteria for administration of the drug.

d) Enhancement Staffing

The Petrolia station will be the next station to move to 24-hour On-Site staffing. It is the intent to have this station fully staffed by the end of June.

e) Lambton EMS Management Staff

Lambton EMS is pleased to announce that Jeff Brooks, formerly an Operations Supervisor with Lambton EMS, has been appointed to the Quality Assurance Manager position and that Stephen Robinson and Jon Cann have been accepted the positions of Operations Supervisor.

f) Statistics

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. Vehicle Replacement Program

See attached report.

Recommendation

That County Council approve an exemption under the current purchasing policy for the purchasing of ambulances.

INFORMATION TECHNOLOGY
CORPORATE MANAGER'S REPORT

June 16, 2004

INFORMATION TECHNOLOGY

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

None.

PART B **Monthly Activities**

1. **Accounts and Verification**

A listing of accounts will be available at the meeting.

Total for the month of May \$138,070.49

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

2. **Revenue and Verification**

Revenue received during the month of May \$6,046.00

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

3. **Items of Committee Interest**

a) IT has been working with HR and the software vendor on the Info HR system implementation. The base software has been setup and HR will be populating the system data.

b) IT is progressing well with the Paperless Council Meeting Project. With the help of a survey of councilors, IT has developed an implementation and training plan that should see the laptops deployed and training of County Councilors completed by early July. All of the hardware has been configured and tested and is ready to go. Research is continuing on an approach to provide agendas and minutes electronically.

PART B Monthly Activities (continued)

Several software systems have been identified that can accomplish this, however, we will also be investigating utilizing our web developer to determine the costs of developing a system internally. IT will have a recommendation by the August Community Services/Information Technology Committee meeting in anticipation of launching electronic agendas (still utilizing paper as well) by October’s Committee meeting. Upon a successful pilot with the Community Services/Information Technology Committee meeting we anticipate rolling the software out to all Committees as well as Council meetings in following months. Once successfully used in Council and Committee meetings for several months, paper agendas and minutes will be discontinued.

<u>Anticipated Project Schedule</u>	<u>ETA</u>
a. Complete rollout of laptops and training	July 9, 2004
b. Develop project plan and identify agenda software	Aug. 9
c. Present detail plan to Committee for approval	Aug. 18
d. Present detail plan to Council for approval	Sept. 1
e. Install, configure, test software	Oct. 12
f. Train Committee members and staff on software	Oct. 15
f. Pilot software at Committee meeting	Oct. 20
g. Train remaining council members and remaining staff	Nov. 12
h. Implement Live in remaining committee	Nov. 17
i. Implement live at Council	Dec. 1
j. Discontinue paper agendas and minutes	Mar. 1, 2005

- c) A Web Developer has been hired and will be joining IT staff starting June 14, 2004. Initial projects include to porting the County’s outsourced Internet and Intranet sites internally to Wyoming, working to enhance web services by helping implement the employee self serve module of the County’s new HR system and interfacing the County websites with the new GIS system, and working to develop an Internet Strategy for the County. The web developer will be working with the analysts and IT Manager to draft the Paperless Council project document.

- d) George Leenhouts has asked for IT to be involved in the process of reviewing security and nurse call system software for LMV. IT will work to ensure compatibility of the software to County standards and interoperability with other security systems currently in place in other locations. The system chosen will be expected to work in conjunction with the new Time Scheduling system being implemented.

PART B **Monthly Activities (continued)**

- e) Twenty eight new colour laser printers funded by Industry Canada's Community Access Program (CAP) are in the process of being deployed out to County Library's. The new printers are expected to increase availability and reliability of printers for the libraries, while reducing operating costs.

- f) IT staff and Howard Lucas met with Vadim (the County's Financial Information System (FIS) software vendor) to discuss how to improve the inventory and purchasing modules to better serve the County's needs. Excellent progress was made and it is anticipated that work will begin in June. Many of the enhancements and changes, such as bar coding, will help to improve our current inventory processes, improve inventory accuracy, and facilitate the implementation of these modules in other areas of the County.

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.