

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. Pages 12 - 17

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

Pages 18-20

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

Page 21 – 25

- 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. 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

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

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 Pages 26 – 34

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. Catherines, 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

Pages 9-13

- 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

Pages 14-15

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** Pages 16 – 32 gv

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.

PART B **Monthly Activities (continued)**

- 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

Pages 4-5

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.

c) Rights of Way

Pages 6-7

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

PART B **Monthly Activities (continued)**

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 Widening and Dedications

Page 8

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.

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. Pages 5-7

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)**

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

Page 8

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

Pages 9-10

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

Page 11

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.