



**COMMUNITY SERVICES/  
INFORMATION TECHNOLOGY COMMITTEE**

**Wednesday, April 20, 2005, 1:00 p.m.**

**North Lambton Rest Home – 39 Morris Street, Forest, ON**

1. Libraries, Museums, and Gallery Lambton – C. Thayer
  - a) Libraries.....LIB1 – LIB7
  - b) Museums ..... MUS1 – MUS7
  - c) Gallery Lambton..... GL1 – GL7
2. Housing Services– C. Thayer ..... HSG1 – HSG12
3. Senior Services – C. Thayer..... SSD1 – SSD20
4. Emergency Medical Services – C. Thayer.....EMS1 – EMS7
5. Information Technology – L. Ross .....IT1 – IT7





**PART C**      **Other Matters Requiring a Motion**

- \$198.80 from Rotary Club of Forest for purchase of magnetic easel for Forest Branch
- \$60 Bright's Grove donation box
- \$5 Courtright donation box
- \$10 Florence donation box
- \$40 Grand Bend donation box
- \$35 Mallroad donation box
- \$8 Port Franks donation box
- \$25.10 Petrolia donation box
- \$304.30 Sarnia donation box
- \$5 Shetland donation box
- \$15 Sombra donation box
- \$90.50 Wyoming donation box
- \$1383.31 from book sales

**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**

2005 is the first year of operation under the name of Paint Ontario. The show is a self-funded entity, carrying the costs of judging, printing & advertising, mailing list, website registration and maintenance, artists' reception and a \$4000. prize list without any cost to the museum. The show charges a 25% commission on art sales from which the above expenses are fully covered. Any remaining funds go into promotional advertising in the following year.

With the exception of invited artists and patrons at the opening reception, every visitor to the art show pays the full admission fee. This revenue is not shared with Paint Ontario. Since the museum retains all of the gate revenue, we include reference to Paint Ontario in all of our paid advertising for Return of the Swans to maximize the dovetailing of these spring season events and produce a 'seamless' unified attraction for the visiting public.

b) Toys on Parade Feature Exhibition

Toys on Parade features the collection highlights of four of southwestern Ontario's most experienced toy collectors. The exhibit presents toys with a total appraised value of over \$100,000. The official opening is set for Sunday May 1 at 2 pm.

Promotion for the feature exhibition includes posters and three travelling cases containing antique toys that will circulate throughout the county library system. The travelling display includes reference books about toys and prices, and admission discount coupons for the use of library patrons.

A series of toy identification and appraisal clinics, and guest speaker dates pertaining to toy collecting is being finalized. These also will be promoted through posters in the library system, and will accompany the three travelling cases.

A gallery computer linked to an interactive Toy Game website is included in the exhibition for the involvement and appeal to younger visitors.

c) Heritage Sarnia-Lambton Trillium Application

Ontario Trillium Foundation recently announced that the Heritage Sarnia-Lambton application for the Visual Heritage: Lambton project will receive \$75,000. in funding. The project is very fortunate to receive this, the highest level of funding available in the category, in a competition for funds that saw five dollars of request submitted for every Trillium dollar available. The partnership application included letters of support and financial contribution from 32 heritage and cultural organizations.

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

The next step is for the steering group to meet and allocate overall project responsibilities. The Oil Museum will host this initial meeting. A history sub-committee is also required to meet soon to shortlist a dozen major highlights of Sarnia-Lambton history, which will become chapter headings in the final CD ROM product. Adopting both CD and interactive-DVD formats is calculated to attract and hold the interest and attention of the youth of Sarnia-Lambton in their community heritage. This marks the first time that such a product is available for the Sarnia-Lambton area.

d) Library Summer Reading Program Co-operation

In partnership with the county library summer reading program, the museum will make gallery space available for a craft activity to participate in the children's reading incentive. There will be a link between the Cowboys theme and the Toys on Parade exhibit, which included toys appropriate to the reading project categories.

1. The Lambton Heritage Museum Curator will be guest speaker at "Beyond City Lights" a rural tourism conference in Petrolia on April 7<sup>th</sup>. The conference theme is "Becoming a Destination – A Road Map to Success" and is designed to bring people together who share an interest in developing rural tourism. The curator will be speaking on community partnerships. The county's Revenue Development Officer was very involved in bringing this conference to Lambton County.

## 2. Statistics

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g) Lake Smith Conservationists

For twelve years this organization has hosted its annual dinner in the museum gallery, the most recent being held March 5, 2005 with over 200 in attendance for a full game menu. In exchange for using the museum's gallery the group directs an annual donation of materials or cash toward specified museum projects and programs. This type of museum partnership has worked well. Their in-kind support over the past decade includes the donation of stacking chairs, tables, dollies and wheeled carts as well as over \$10,000 in cash donations.

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

This group will be acknowledged for their support by Council at the annual presentations in the fall of 2005. Prior recognition (in addition to the usual letters of thanks), include their logo permanently at the front door of the facility, mention in the Donor Appreciation book, digital photos inserted in the newspaper of cheque presentations, a 6-foot banner and their hunting exhibits in the tea-room for the Return of the Swans month. The museum maintains a good working relationship with this group, benefiting from their multiple business and equipment contacts and resources.

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:**

- WWII ration coupon books from Thedford: Mel Huctwith, London
- Jigsaw puzzle toy: Arkona United Church
- Bean pot, slug iron, brass jardinière, donated for auction sale:R. Tremain, Grand Bend
- Fenian Raid Militia Medal given for participation in the defense of The Canadas against American expansionism in 1866, and folk painting: Wm. Heinsohn, Sarnia
- assorted textiles: Helenjeane Galpin, Grand Bend

**Artifacts Recommended for Deaccessioning:**

- old wine bottles of no significance (housekeeping): #976.2683, 2605, 2594, 2595, 2598, 2624, 2599, 2575, 2572, 2590, 2513, 2558, 2596, 2603, 2517, 2514, 2579, 2600, 2566 for sale at auction

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

**Artifacts Recommended for Refusal:**

- Kenmore 1950 sewing machine: M. Scott, Bright's Grove
- Offer to purchase fire insurance plans that cover Lambton County towns and villages at fair market value, ranging from \$125 to \$250. apiece: S. Coulthard, Ingersoll (we have examples of many of these plans in County holdings)
- Offer to purchase 100 drug and soda bottles of local origin, \$500.: Jamie, Kitchener

**Cash Donations:**

- \$100. Peter & Esther Warner, Grand Bend
- \$25. Kate Meyers, Oregon
- \$1000. John & Helen Walsh, Grand Bend
- \$150. Dougal Carmicheal, West Lorne
- \$50. Dick & Marg Alberts, Wyebridge

Oil Museum of Canada

**Artifacts Recommended for Acceptance:**

- Imperial Oil & Union Gas books donated for research

Lambton Room Donations

- \$50 from Jack Stevens Vancouver, B.C.
- \$30.25 from Scott Price, Montana
- \$20 from Marion McEwen, Edmonton, Alberta
- \$19 from the donation box
- \$85.98 from book sales

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)    Exhibitions – Current

i)    Look '05 (the 53<sup>rd</sup> annual juried art exhibition), April 9 to May 7, 2005 (Main Gallery). This exhibition is open to all artists from southwest Ontario and southern Michigan. This year's jurors are Melanie Townsend, Curator of Contemporary Art, Museum London and Joseph Hubbard, professional artist and retired art instructor, Fanshawe College, London. There was a record 250 entries and 54 were works were accepted. Many accepted works were from Sarnia and Lambton County. Artists paid \$10.00 per entry.

ii)   A Growing Legacy: Recent Additions to Gallery Lambton's Regional Collection, February 26 to May 7, 2005 (Sadie A. Knowles Gallery). These works from the permanent collection have been acquired in the past two years. Artists include: Larry Towell (Bothwell), Gerald Pedros (St. Thomas), Ed Zelenak (West Lorne), Patrick Thibert (Mt. Brydges), Leonard Jubenville (Pain Court), John Boyle (London), and Jean Hay (London).

c)    Exhibitions – Upcoming

The Annual Lambton County Secondary School Art Exhibition (both Galleries) will take place May 14 to June 4, 2005. Art teachers from the Lambton Board of Education and the St. Clair Catholic District School Board select the best works by their students from the school year.

d)    Programs

Art Classes

Planning is currently underway for summer art classes and will be included in the next report.

e)    Gallery Lambton Advisory Committee

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Minutes of March 9, 2005 meeting

f)    Statistics

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

4.      General Manager's Report

Recommendation

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

**PART C**      **Other Matters Requiring a Motion**

1.      Correspondence

None at this time.

2.      Collections Management Report

Painting by Erik Atkinson. Brigit Atkinson wishes to donate a painting by her father, London artist, Eric Atkinson, *Christian Island*, 1980. The work measures 42 ¼ x 54 in. According to the artist, this painting was featured in the 1982 movie, "The Amateur" starring John Savage and Christopher Plummer. An application will be made to the Canadian Cultural Property Export Review Board to certify this painting for income tax purposes.

Drawing by Eric Atkinson. The same donor also wishes to donate the sketch for the painting, *Christian Island*.

Recommendation

That we accept the two art works by Eric Atkinson and that thank you letters be sent in accordance with the donations policy

**COMMUNITY SERVICES DIVISION**  
**GENERAL MANAGER'S REPORT**

April 20, 2005

**HOUSING SERVICES REPORT**

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

1.      KAPS Resource Centre Pages 3-5

Motion #12 of the Community Services Committee meeting dated March 16, 2005.

*That this item be deferred to the next meeting of the Committee to allow staff to provide a report with further information regarding Lighthouse North.*

Recommendation

That the Housing Services Department lease one three bedroom row housing unit located at 375A Kathleen Avenue to Lighthouse North for a period of one year. Rent to be \$1.00 per month plus utilities for a total monthly rent of \$58.00.

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

1.      Accounts and Verification

Totals for the month of March 2005: \$ 200,919.76  
Totals for the month of March 2004: \$ 900,728.38

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 March 2005: \$ 0  
Revenues received during the month of March 2004: \$ 596,438.00

- |      |  |    |
|------|--|----|
| 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 – March 2005

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b)      Social Housing Benchmarks

A requirement of the Social Housing Reform Act was the establishment of benchmarks for non-profit housing projects formerly funded by the Province. Indicators being benchmarked are: Insurance, utilities, capital reserve contributions, market rent revenues, bad debt and vacancy loss and non-rental revenues.

Provincial housing providers currently receive 2 types of subsidies. Rent geared to income (RGI) subsidies which are the difference between 100% market rent and RGI rent and they also receive mortgage subsidies. Based on current market rents, housing providers unable to collect enough rent to cover 100% of their operating costs receive a mortgage subsidy which is equal to the shortage.

The new funding model based on benchmarks will go into effect in 2006. It is anticipated implementation of the new funding model will have a \$40,000 impact to the County. This is in addition to the normal inflation factor, resulting in increased costs of \$60,000 over the next two years.

c)      Service Manager Annual Information Return

Pages 7-12

The Annual Information Return for 2004 has been submitted and is attached for information purposes.

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)**

c)      EMNR Oxygen Quotation

Lambton EMS has entered negotiation for a new oxygen supplier for the department. Quotations were received from 3 sources and EMRN was the lowest quotation. Contract negotiations will commence immediately for a term of no less than 3 years. It is estimated that this new supplier will decrease costs by 40 %.

d)      Lambton County Stroke Awareness Day

Lambton EMS will be taking part in the Lambton Stroke Awareness Day scheduled for Saturday April 09, 2005. Lambton EMS will be on hand to provide demonstrations in CPR and discuss the roles of Paramedic staff and advice on when to call 9-1-1.

e)      Organizational Structure

The new organizational structure for EMS has now been operational for almost a year and is working well. Supervisors work a rotating schedule of days and nights with one supervisor being “on call” during the weekend. Scheduling of replacement staff continues to require a large amount of time and effort, especially on the weekends. Consideration is being given to permanently scheduling 2 fte’s to provide coverage during peak hours. A cost/benefit analysis is being undertaken to determine if this would be more efficient than the continued use of part time staff.

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

Pages 5-7

- a)      5-6-05 Letter dated March 9, 2005 received from the Ministry of Health and Long Term Care re: DME Funding.

Correspondence states that The County of Lambton is eligible to receive \$86,037 in additional funding for diagnostic and medical equipment for 2004/05. The letter also outlines the procedures to be followed for accessing the funding.

Recommendation

That correspondence # 5-6-05 be received and filed.

- b)      5-10-05 Letter dated March 1, 2005 from Warwick Township regarding the EMS Station in Watford.

As previously indicated in the March Committee report, Watford Township Council is prepared to donate a piece of land for the construction of a new ambulance base in Watford. The new ambulance base was included in the list of capital projects for 2005, however it did not score sufficient points to make the final project list.

The current lease arrangement in Watford was entered into in December 2000 and is based on the same arrangement as the Thedford station. In both cases the premises are shared with the Fire Department, an arrangement that has been working well for the EMS department. The annual rent for the Watford station is \$500 per month and the lease is month by month.

Prior to assuming EMS services a study was undertaken in order to determine the best location for the stations based on the call data and response times. The need for a new station in the Bright's Grove/Camlachie area was identified along with a need for a station somewhere in the southern portion of the County and one to cover the Grand Bend area due to the uncertainty of the coverage that would be provided by Huron County. In all three cases, staff was directed to work with the municipalities involved in order to determine the best locations for the stations. Both the Brigden and Grand Bend station locations underwent a one year review prior to the commitment to build the permanent stations in these locations.

In view of the request from the Warwick Council, there is an opportunity to review the data and report back with respect to the location of the base.

**PART C**      **Other Matters Requiring a Motion**

Recommendation

That staff be directed to prepare a report analyzing the call data (call locations, type of call, response times) in eastern Lambton and report back to Committee prior to this project being included in the 2006 Capital Budget.

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

April 20, 2005

**INFORMATION TECHNOLOGY**

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

1.      None.

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

1.      Accounts and Verification

Total for the month of March 2004	\$267,291.25
Total for the month of March 2005	\$37,111.29

A listing of accounts will be available at the meeting.

- |  |     |
|--|-----|
| i)      Are there any items significantly over Budget?             | No  |
| ii)     Are there any items significantly under Budget?            | No  |
| iii)    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 March 2004	\$337,778.00
Revenue received during the month of March 2005	\$0

- |  |    |
|--|----|
| 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)      Electronic Agenda Project (eGenda)

Staff have commenced using the eGenda software application as of April. All Committee and Council reports are now being assembled using the software and will be used to print the Committee and Council Agendas and Minutes. The software will start being used at the May 20, 2005 Committee meetings. Once comfortable with the software, it will be brought to Council.

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

b)      GIS Update

Staff are pleased to announce that the County has received the final installment from the province in the amount of \$120,000 officially completing the Geosmart project. This project has successfully delivered all promised applications, has been audited by the Geosmart team, and the County has received all payments from the Province. Thanks to County staff, Local Municipalities, and members of the Lambton Mapping Group for helping make this project a success.

GIS staff look forward to continued success in the GIS area as they identify and develop many new applications based on geospatial information. These systems will help all County departments in their efforts to deliver quality cost effective services.

Work continues on the delivery of new orthophotography scheduled to be flown in 2006. The County of Lambton has approached both local and regional partners to share costs. Local partners expressing interest include Kettle & Stony Point, Ontario Parks, Bluewater Bridge Authority, Bluewater Power, BP Canada, Enbridge, Hay Telecommunications and LAWSS. The County is awaiting decisions from others. Regional partners expressing interest or commitment include Brant, Bruce, Chatham-Kent, Dufferin, Guelph, Middlesex, Oxford, and St. Thomas. The key partners for the County are Middlesex and Chatham-Kent, which have council resolutions in support of renewed imagery. At the same time, GIS staff have been clarifying the needs of the local municipalities, including the definition of the urban areas and the quality of the imagery required.

A detailed plan of GIS related projects for 2005 and beyond has been assembled by GIS staff and is in process of being prioritized by County Department heads. This list includes such projects as;

- developing tools to improve Social Planning analysis and statistics
- attribution of the County's road network for enhanced EMS reporting
- improving remote access to GIS applications for inspectors and planners on the road
- a Pavement Management System

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

GIS Staff have been in contact with the Ontario Ministry of Agriculture about Nutrient Management plans farmers are submitting from Lambton County. Ministry staff have indicated that over 95% of the plans submitted by Lambton County farmers included maps using the County's web based Nutrient Management application. The County of Lambton is one of only two Counties that provide an internet based Nutrient Management tool for use by its agricultural community.

In reference to the motion at the March 16, 2005 joint meeting of the Standing Committees, the following defines the Lambton Mapping Group and its rolls in GIS at the County. A full review of GIS and its roll in the County will be part of the upcoming Core Services Review.

Since it's inception in 1999 the Lambton Mapping Group (LMG) has been an informal group of parties interested in Geographical Information Systems (GIS). The group is comprised of approximately 40 members made up of Public Sector, Private Sector, and Volunteer organizations. There are no membership fees to join the LMG and it is structured so that if a group is interested in GIS, sharing datasets, and facilitating the development of systems and applications that are mutually beneficial, they simply show up to the meetings.

Agendas and meeting reminders are sent out in advance of the meetings by the LMG chair. Generally, meetings are fairly well attended with around 20 or so participants at each meeting. Within the last year, all but one local municipality has attended at least one LMG meeting. Meetings are held every two months.

In the past there were some questions around what the function of the LMG was and whether there was benefit in formalizing the structure. Several sub-committees of the LMG were struck, research and surveys done, and the result was that the group would remain as it was; an informal group of participants with the common goal to enhance GIS use, GIS knowledge, and to share GIS data among all partners. Many similar groups exist with analogous structures and goals such as those in Simcoe County and St. Clair County. Other models such as formalized groups with participation fees and rigid structures often lead to large structured organizations that accomplish little due to its own bureaucracy.

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

There are no costs incurred by the County to be part this organization and the LMG has no budget. As projects are identified, such as orthophotography renewal, members are informed and may or may not participate in the project. By sharing the project costs through the LMG, individual member costs are reduced by spreading the cost of such projects among the participating members.

Currently, Quintin Lang, County of Lambton GIS Project Leader, is chair of the LMG. There have been non-county staff as chairs in the past and hopefully in the future.

The Lambton Mapping Group is a valuable tool for the County as it attempts to facilitate the use GIS within the region. It provides a vehicle for all members to share information, issues and resolutions, reduce costs and does so at minimal cost to it's participants.

c)      Lambton County and CKLAG Wide Area Network

As indicated in the March 2005 Information Technology Services report, the current Wide Area Network (WAN) that is in place at the County was initiated over four years ago and services will expire on December 31, 2005. This network connects a number of sites to the main County facility and provides staff at remote sites access to the County's computer systems. As a result, staff have been working as part of a CKLAG RFP for the supply of an updated WAN that will improve services at all Lambton County sites.

Since all Boards and Councils of participating CKLAG members have approved proceeding with this project, staff along with the rest of CKLAG's IT Committee are working to complete the contract with MaXess Network. It is hoped that the contract can be completed and signed by summer so that work can begin on constructing the network for completion by January 1, 2007.

d)      Human Resources System (InfoHr) Implementation Update

The first of three phases of the County's new Human Resources system has been completed and implemented. The new Human Resources software provides Human Resources staff as well as all other County supervisors and employees with much improved information that is accessible through the entire County computer network.

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

Features include full history tracking of data changes such as position and salary changes. This historical information is vital when preparing budgets, creating and administering policies, and during negotiations. To help supervisors and managers better manage their staff, the system also tracks performance appraisals, training development and associated costs, and health and safety statistics.

This phase also includes enhanced statistical reporting and the integration of the HR system and the Financial Information System's Payroll module improving data accuracy and reducing data entry time.

Phase II of the project includes moving benefits administration to the new system and is expected to be completed in June. The final phase achieves full integration between HR and the FIS as well as attendance and entitlement management (including remote time entry and employee self-serve). It is currently scheduled to be completed this autumn.

e)      Highspeed Internet Tower Build in Oil Springs

Work continues on the tower build in Oil Springs which will provide access to two of the County's rural sites; the Oil Museum and the Oil Springs library. With the help of Mayor Perry, the operating costs of this project have been reduced. As Committee may recall from a previous report, it was indicated that the payback of the \$4,350 spent would be approximately 2.48 years, however, it has been reduced to 1.8 years.

The majority of the preparation work has been completed and it is hoped that the tower will be operational within a few months.

f)      Financial Information System Developments

The County's Financial Information System (FIS) has recently been upgraded to the newest version called iCity. This version adds many new workflow enhancements that will improve productivity for staff utilizing the system such as;

- ease of use enhancements and more consistency between modules meaning new users will require less training

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










- vast improvements in system performance reducing load on the servers and County network
- added features in the purchasing and inventory modules as well as the maintenance management module

Payroll has been working on implementing electronic pay stubs for County Staff. This utility sends an electronic copy of an employees pay stub via email rather than printing a copy, folding and stuffing it, then hand delivering the envelope. For the past two pays a group of staff has been receiving electronic pay stubs to test the application. The response has been very positive. This process change is anticipated to save about \$10,000/year as the current paper stub process is very labour intensive and the stock and envelopes used are also costly. Additional employees will be phased in over time.

g) County Web Site Developments

Those visiting the Maps (GIS) section of the County web site will notice a number of enhancements. These include the capability to search on street intersections (ie find London Road & Vidal Street). Also added is the business directory information from the economic development site into the Atlas as a query. This allows a user to search on a business name or category and zoom to that specific business. For example, this will allow a visitor to search for a sport facility and find the surrounding hotels or for someone visiting a beach or campground in Lambton Shores to find nearby restaurants.

The County web site continues to increase in use by the public as indicated in the web traffic analysis summary below.

	Unique visitors	Visits	Page views
January	2,611 	7,189 	13,511 
February	2,447 	7,835 	14,986 
March	2,894 	9,308 	18,508 
Total	8,193	25,161	48,576

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

As more functionality is added to the web site it is anticipated that these usage numbers will continue to increase. Things on the horizon include;

- RFP/Tender Purchasing application
- Online Registration for Gallery, Library, and Museum events
- Permits and Inspections application

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.