



**COMMUNITY SERVICES/
INFORMATION TECHNOLOGY COMMITTEE**

Wednesday, September 15, 2004, 12:00 p.m.

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

NOTE: Lunch will be provided at 12:00 p.m., followed by a tour. The regular meeting will commence at 1:00 p.m.

1. Libraries, Museums, and Gallery Lambton – C. Thayer
 - a) Libraries..... **LIB1 – LIB5**
 - b) Museums **MUS1 – MUS11**
 - c) Gallery Lambton..... **GL1 – GL7**
2. Housing Services– C. Thayer **HSG1 – HSG5**
3. Senior Services – C. Thayer..... **SSD1 – SSD4**
4. Emergency Medical Services – C. Thayer..... **EMS1 – EMS3**
5. Information Technology – L. Ross **IT1 – IT3**

PART B **Monthly Activities (continued)**

c) Wyoming Library

The Wyoming Library will celebrate its official opening on Saturday, October 23rd.

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

- \$64.85 for the purchase of Adult books from Pat Kaltwasser of Brights Grove
- \$25 for children's programs at Florence Library from Pauline McCutcheon of Florence
- \$10 for the purchase of Adult books from Ellen Uren of Forest
- \$20 for use in the Forest Library from Forest Basic Nutrition of Forest
- \$200 for the purchase of materials and supplies for the Summer reading programs at Port Lambton and Sombra Libraries from St. Clair Lodge #425 of Sombra
- \$5.00 for the purchase of reference materials from Mamie White of Sarnia
- \$25.95 for the purchase of reference materials from Amy Danforth of Sylvania, Ohio
- \$1000 for the Acquisition of Paisley photographs at the Sarnia Library from Leave a Legacy, Sarnia Lambton Chapter
- \$71.50 for use in Wyoming Library from Ont. 569 Tops Club
- 1 year subscription to the Canadian Geographic magazine at the Grand Bend Library donated by Helenjeane Galpin of Grand Bend
- \$15 from the Bright's Grove donation box
- \$0.75 from the Camlachie donation box
- \$37 from the Grand Bend donation box
- \$18 from the Mallroad donation box

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

- \$10 from the Mooretown donation box
- \$30.25 from the Point Edward donation box
- \$3.55 from the Port Franks donation box
- \$4.70 from the Port Lambton donation box
- \$17.71 from the Petrolia donation box
- \$4.20 from the Thedford donation box
- \$5 from the Wyoming donation box

Sale of used books: \$533.32

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 September 2004
Children's Programs Calendar September 2004

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PART B **Monthly Activities (continued)**

To our knowledge the co-operative admission program developed by Heritage Sarnia-Lambton whereby members receive free admissions, a heritage newsletter and giftshop discounts, is the first such program offered in Ontario.

c) John Goodison Collectors Steam Show

A presentation was made in Middlesex County at the farm steam show of Doug Ovens, who owns the last remaining 25 hp John Goodison Steam Traction Engine. Theme of the presentation was historical links between Middlesex and Lambton within the John Goodison firm.

d) CMOG Museum Operating Grants Received for 2004

Notification has been received from the Ministry that the Lambton Heritage Museum will receive \$30,409 and the Oil Museum of Canada \$13,332 as their operating grants for 2004. These amounts match the 2004 budget..

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. Collections Management

Lambton Heritage Museum

Artifacts Recommended for Acceptance:

- Military booklet from Pvt. Zavitz, Alvinston; Helen Clark, Chatham.
- Folding bootjack, 1939 tulip quilt; Doris McCordic, Sarnia.
- Open dish style flat to wall cupboard in walnut, Ron Van Horne, Forest.

PART C Other Matters Requiring a Motion (continued)

Artifacts Recommended for Deaccessioning:

- W.976.456b WWI scabbard without blade.
- The following items are cracked, incomplete, or too recent: small bowl 976.181; large bowl W976.194; egg 984.33.98a; salt shakers 977.2496 & 977.1764; blue fish dish 986.1.3; white jar 977.3221; brown bowl 977.2422; small teapot 977.541; clear dish 977.1276; glass rooster 977.1675; clear salt shaker 977.1413; glass mug 985.21.4; pink dish 977.1127; shoe 977.2208; clear jar 977.618; white glass duck 984.33.82;
- brass pot 976.3229; clear dish 989.30.181; rooster dish 977.1198; rooster dish 984.33.70; salt shaker 982.32.4; sugar 982.34.3; 982.32.4; seashell 977.4380; plated silver dish not catalogued; green pot 977.2487

Oil Museum of Canada

Artifacts Recommended for Acceptance:

- Three framed photos of Van Tuyl Fairbank Hardware; Chas. Fairbank.
- B/A tin; from Geo. Reid estate, Sombra
- 8 oil tools and Wallen assessment notice; Phil Morningstar, Oil Springs
- photo, butcher tools, sock stretchers and pocket watch from Oil Spring, from Alice Hartley, Oil Springs
- local Quilt, from Velma Cook, Utica, NY

Lambton Room Donations

- Records from Disbanded I.O.D.E. Chapters: Sir John Colborne Chapter and Hon. W.J. Hanna Chapter including membership books, correspondence, minutes etc., donated by Municipal Chapter of Sarnia-Lambton I.O.D.E., Sarnia, Ontario.
- The History of St. James Cemetery and Chapel, Brooke Township 1904-2004 (two copies), donated by Patti and Steve Greer, Watford, Ontario.
- Samis & Related Families, donated by Bill Williams, Battle Creek, Michigan.
- Welch Family History, donated by Bill McAuslan, Ilderton, Ontario.
- Phillips/Clock Family, Casmore Family, Johnston Family, Elliott Family, donated by Debra McAuslan, Ilderton, Ontario.
- Box of Wilks Family Photos, donated by Jeannette Douglas, Alvinston, Ontario.
- Photo of S.S. # 5 Sarnia, donated by Murray Marsh, Wyoming, Ontario.
- Two Photos of 149th Battalion, File of Genealogical Information, donated by Helen Clark, Chatham, Ontario.
- The Porridge Eaters: History of the Cruickshank Family, donated by Ella Norton, Corunna, Ontario.

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

- Graduation Exercises of Sarnia General Hospital School of Nursing, Sarnia, Ontario Saturday, June 2nd, 1962 Programme, donated by Suzanne Whyte, Sarnia, Ontario.
- A Century Christ Anglican Church Camlachie, Ontario and Our Heritage 1877-1977, Some of the Plants, Shrubs, and Trees to be found on the Howard Watson Nature Trail, Lambton County Names and Places, In Days of Yore: Life and Times in Lambton County, Witness to History: Tales of Southwestern Ontario, Recollections: Memoirs of Fred Stanley Walden, Lambton County's 150 Sesqui-Centennial, Remember Yesterday: Memoirs of Nellie Willoughby, Bullick Family, Canada West's Last Frontier, The Dobbin Family History, Plympton Township's Rural Cemeteries, donated by Elizabeth Tenhoeve, Camlachie, Ontario.
 - \$26.16 from Amy Danforth, Ohio
 - \$25.00 from Lambton Branch, Ontario Genealogical Society, Sarnia
 - \$15.00 from Jean Good, St. Thomas
 - \$65.40 from Susan Gilbert, Indiana
 - \$15.00 from Lois Stevens, Niagara Falls
 - \$158.88 from used book sales
 - \$52.99 from donation box

Lambton Heritage Museum Donations

- \$50.00 from Janet Smolders, London.

Recommendation

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

2. Community Museum Operating Grant Applications pages 7-11

The annual application guidelines require that each community museum must meet a slate of minimum standards in order to continue to receive the Provincial grant. This is the second year of this requirement and this year museums are required to submit their Exhibition Policy and their Education & Interpretation Policy.

In accordance with this requirement, the Museums' policies have been reviewed and the revised policies are attached.

Recommendation

That the policies be approved as presented.

PART B **Monthly Activities** (continued)

c) Exhibitions: Current

i) Over Here: Women, Work and World War II

London, Ontario Fibre artist Johnnene Maddison focuses on the role played by women on the home front during World War II. Main Gallery from September 4 to October 9, 2004. Opening Reception, Saturday, September 4, 2004 at 3:00 pm. Johnnene Maddison will present a walking tour of her exhibition on Saturday, September 25, 2004 at 3:00 pm.

ii) Skot MacDougall: Daydreamscapes

Sarnia artist and muralist, Skot MacDougall features an exhibition of dream-like landscape paintings. Sadie A. Knowles Gallery from September 4 to October 9, 2004. Opening Reception, Saturday, September 4, 2004 at 3:00 pm. Skot will conduct a Walking Tour of his exhibition on Saturday, September 11, 2004 at 3:00 pm.

d) Exhibitions: Upcoming

i) Representing Cinema and the Art of the Film Poster

Originated and circulated by the Thames Art Centre, Chatham, this exhibition features thirty-two original film posters from the U.S.A., Italy, Poland, West Germany, Sweden, France, and Japan, dating between 1929 and 1974.

Posters are from the collection of Otto and Lorenzo Buj.

ii) Dreams and Nightmares: Joseph Platzer Drawings

Alvinston artist, Joseph Platzer is best known for his sculpture, mostly in wood, that reflects his ethnological interests. This exhibition will feature little known aspects of the artist and his strong surrealist, graphite drawings. These are mostly of recognizable forms from nature (animals, and birds) and the human figure in strange and unexpected juxtapositions.

e) Programs

i) Creative Wigglers

The Gallery will offer four Creative Wiggle Programs this fall. These programs provide a rich creative and experimental learning experience for young children, age 2 to 5 years.

PART B **Monthly Activities** (continued)

ii) Fall Children's Art Classes

Four art classes for children, ages 6 to 8 and 9 to 13, are being held from October to December.

iii) Fall Adult and Young Adult Art Classes

Exhibiting artist, Johnene Maddison will conduct a fibre art workshop, *Creative Surfaces* on Saturday, September 25, 2004 from 9:30 am to 2:30pm.

A four part workshop, The Art of Watercolours, will be offered beginning September 21 from 7-9 pm in the East Room of the Sarnia Branch Library.

iv) Hidden Treasures Appraisal Day

Gallery Lambton and the Sarnia Library Branch are co-sponsoring an Art and Book appraisal day on Saturday, September 18, 2004 between 10:00 am and 4:00 pm at Gallery Lambton. Jens Thielsen of the Thielsen Galleries, London, will be appraising the art and Marvin Post of Attic Books will appraise books. Proceeds will go to benefit Gallery Lambton and the Sarnia Library Branch.

f) Permanent Collection Loans

The Edmonton Art Gallery has borrowed Lawren Harris' *Winter Evening* to be returned in April 2005 following the exhibition at The McMichael Canadian Collection (December 4, 2004 to February 14, 2005). The sculpture, *Sumac 2* by St. Thomas artist, David Morris, will be lent to the St. Thomas Elgin Public Art Centre from September 4 to October 24, 2004 for the David Morris exhibition.

g) Gallery Lambton Advisory Committee

pages 5-7

June 14, 2004.

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

Nothing at this time.

COMMUNITY SERVICES DIVISION
GENERAL MANAGER'S REPORT

September 15, 2004

HOUSING SERVICES DEPARTMENT

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

1. Motion # 17 of the Community Services/Information Technology Committee meeting dated August 18, 2004 *“That the General Manger, Community Services, undertake to bring back a further report for the Committee at its next regular meeting regarding the background information.”*

Report Attached

Pages 3-4

Recommendation

That the Housing Analysis and Recommended Strategies Report be awarded to Tim Welch Consulting in the amount of \$39,191.00, and that the appraisal of the County owned housing units be cancelled and included in the 2005 Budget Request.

PART B **Monthly Activities**

1. **Accounts and Verification**

Totals for the months of August:

\$ 620,231.04

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 months of August:

\$ 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 |

*Actual revenue received for August \$239,725.45, however it was not transferred into the finance system at the time reports were produced.

PART B **Monthly Activities (continued)**

3. Items of Committee Interest

a) Statistics – August, 2004

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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**

None at this time.

PART B **Monthly Activities**

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 matters at this time.

2. Donations

The second and third installments of the grant from the Shaw Foundation have been received, in the amount of \$20,000.00, for the LMV therapeutic garden project. To date, \$30,000 has been raised and matched by the Shaw Foundation. The deadline for the matching grant of \$50,000 is June 30, 2005, at which time any unused portion of the pledge will lapse.

Recommendation

That this donation be gratefully accepted and that a thank you letter be sent in accordance with the County's recognition policy.

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 3

- a) 10-5-04 Letter from Petrolia Emergency Management requesting the donation of a surplus ambulance to their organization. The ambulance would be utilized by the CERV Team in Petrolia to respond to disaster contingencies.

EMS currently has a 1995 ambulance that is being stored pending the vehicle auction. According to the County disposition policy, any asset with a value of \$1,000.00 or more may be sold to the highest bidder and any asset worth less than this amount may be disposed of in the most efficient manner with the approval of the CAO. It is estimated that this ambulance is likely worth \$1,000.00 at auction but it is in bad shape.

Recommendation

That the 1995 ambulance be donated to the Petrolia Emergency Management.

PART B **Monthly Activities (continued)**

b) Paperless Council Meeting

Although this RFP generated interest from three proponents, only one response to the eGenda RFP was received. This software will accomplish most of the requirements of the RFP, and is currently in operation in Simcoe County and Tillsonburg with success. We will be entering into negotiations with the proponent to enter into a contract in order that we can meet our target go-live date of January, 2005.

c) County Internet/Intranet

Both the County Web sites (Internet and Intranet) are now running live on County servers. An extensive web project list is being developed and prioritized identifying changes that will enhance the services the County provides via the web to the general public, as well as to County staff.

d) Geographic Information System

Work continues on enhancing the County's GIS offerings. IT is working with ESRI, the GIS software vendor, to complete the Lambton County routing application. This system provides driving directions and estimates between points within the County of Lambton.

IT has received some excellent feedback from users of the GIS system. Wanda Pratt of the Sarnia Lambton Real Estate Board has a link from the Board site to the County GIS site so Realtors can utilize the GIS mapping functions. Gerry Duncan of Enbridge also indicated that by utilizing the mapping functions within the GIS system he is able to save many hours per week by using the maps to identify possible underground infrastructure.

On August 27, 2004 the City of Sarnia, the lead applicant for a second Geosmart funding application, received notice that their letter of intent was accepted and that they may proceed with the funding application. This additional funding will help in the implementation of an infrastructure management system and will also help local municipalities get started in GIS.

PART B **Monthly Activities (continued)**

e) Financial Information System

An upgrade to the new release of the County's Financial Information System (iCity) has been scheduled for September in test. This release includes many new functionality enhancements and also ensures continued product support. There are also many performance enhancements that will improve how remote users work with the product.

The modifications that County staff and the vendor have been working to define in the Purchasing and Inventory modules have been scheduled for development during the fall with a late November completion date. These enhancements will improve the purchasing processes and will give staff better control of inventories throughout the County.

f) CKLAG IT Committee (WAN)

CKLAG IT Committee meetings continue in order to identify which networking vendor is most suited to build a Fibre network to replace the current wide area network (WAN). A joint meeting is scheduled on September 9th between the CKLAG IT Committee and the CKLAG Executive Committee to discuss the proposal and how to proceed.

g) Libraries

Highspeed internet was installed at the Point Edward library for use by patrons.

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**

1. None.