

MINUTES

County of Lambton
Meeting for the Committee "Corporate and Community Services Committee"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Carolyn Jamieson

Orders of the Day:

LIBRARIES
MUSEUMS
GALLERY LAMBTON
HOUSING SERVICES
SENIOR SERVICES
EMERGENCY MEDICAL SERVICES
INFORMATION TECHNOLOGY
HUMAN RESOURCES
FINANCE
PROVINCIAL OFFENCES ADMINISTRATION
LEGAL SERVICES/CLERK'S DEPARTMENT

A meeting was held at the County Building at 1:00 p.m. on the above date.

Present: Chair C. Jamieson, Warden Patricia Davidson. Members: S. Arnold, D. McGugan, B. McManaman, G. Perry, B. MacDougall and J. Murray. Ms. C. Clarke and Ms. S. Murray attended for Library, Museum and Gallery Lambton matters. Also Ms. C. Thayer, General Manager, Community Services; Ms. L. Ross, General Manager, Corporate Services and Mr. R. G. Van Horne, Chief Administrative Officer.
Absent: W. Petryschuk.

Sydenham River Bridge Rehabilitation - Motion #18 of the Infrastructure and Development/Social and Health Services Committee Minutes dated August 24, 2005

Mr. Jim Kutyba, General Manager, Infrastructure and Development Services, spoke to the Committee regarding a motion passed earlier in the day at the Infrastructure and Development/Social and Health Services Committee meeting, authorizing staff to proceed with a tender and work on the Sydenham Bridge Project.

#1: MacDougall/McManaman: That the submitted tender of Triad Contracting for the rehabilitation of the Sydenham River Bridge (79-3-118), be accepted by the County;

That staff be directed to proceed with immediate award of the contract (C-RDS-169 Sydenham River Bridge Rehabilitation) so that the work can be completed in suitable conditions prior to the onset of winter;

That the Warden and Clerk be authorized and instructed to perform all acts and to take such steps and execute such documents under the seal of the Corporation as may be necessary; and further,

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

Carried.

LIBRARIES

Part B, Item 4 - General Manager's Report

#2: Arnold/McManaman: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

Part C, Item 1 a) and b) - Correspondence 9-6-05 and 9-23-05

#3: S. Murray/McManaman: That correspondence 9-6-05 and 9-23-05 be received and filed.

Carried.

Part C, Item 2 - Donations

#4: McGugan/Clarke: That the donations be gratefully accepted and that thank you letters be sent in accordance with the County's Recognition Policy.

Carried.

MUSEUMS -

Part B, Item 4 - General Manager's Report

#5: Arnold/J. Murray: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

Part C, Item 2 - Curator's Collections Management Report and Lambton Room Donations

#6: Perry/McManaman: That the Curator's Collection Management Report be accepted as presented, in accordance with County policy; and further,

That the Lambton Room donations be gratefully accepted and that thank you letters be sent in accordance with the County's Recognition Policy.

Carried.

GALLERY LAMBTON

Part B, Item 4 - General Manager's Report

#7: Arnold/Clarke: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

Part C, Item 1 a) and b) - Correspondence 9-20-05 and 9-21-05

#8: Arnold/McManaman: That correspondence 9-20-05 and 9-21-05 be received and filed.

Carried.

HOUSING SERVICES

Part B, Item 4 - General Manager's Report

#9: McManaman/Perry: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

Part C, Item 1 a) and b) - Correspondence 9-40-05 and 9-9-05

#10: Arnold/McManaman: That the County of Lambton send a letter to the Minister of Municipal Affairs and Housing requesting that the Province provide funding on an annual basis to cover the mandated increases to Social Housing Providers.

Carried.

Part C, Item 2 - Capital Projects - Project C-HGS-134 - Common Lighting, Project C-HGS-122 - Playground Upgrades and Project C-HGS-118 - Roofing and Rainware

#11: MacDougall/McGugan: That the lowest bid for Project C-HGS-134 - Common Lighting, be accepted and that a change order be approved in the amount of \$2,612.00 for Project C-HGS-122 - Playground Upgrades, and that the surplus funds from Project C-HGS-118 - Roofing and Rainware, be used to fund this work.

Carried.

SENIOR SERVICES

Part B, Item 4 - General Manager's Report

#12: Perry/McGugan: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

Part C, Item 1 a) to e) - Correspondence 9-31-05, 9-32-05, 9-38-05, 9-33-05 and 9-36-05

#13: MacDougall/McManaman: That the above correspondence items be received and filed.

Carried.

Part C, Item 1 f) - Correspondence 9-37-05

#14: Perry/McManaman: That the County of Lambton send a letter to the Minister of Health and Long-Term Care noting our support for all sixty-five (65) recommendations from the Coroner's report.

Carried.

Part C, Item 1 g) - Correspondence 9-39-05

#15: McGugan/MacDougall: That the Warden, or his/her designate, attend the meeting as well as a staff member.

Carried.

Part C, Item 2 - Donations

#16: McManaman/MacDougall: That the donations be gratefully accepted and that thank you letters be sent in accordance with the County's Recognition Policy.

Carried.

OTHER BUSINESS

Palliative Care Services

#17: Arnold/MacDougall: That staff investigate whether space for palliative care services could be offered through the County's Homes for the Aged.

Carried.

EMERGENCY MEDICAL SERVICES

Part B, Item 4 - General Manager's Report

#18: McManaman/McGugan: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

Part C, Item 1 a) and b) - Correspondence 9-27-05 and 9-7-05

#19: MacDougall/Arnold: That correspondence 9-27-05 and 9-7-05 be received and filed.

Carried.

Part C, Item 1 c) - Correspondence 9-28-05

#20: Arnold/McManaman: That correspondence 9-28-05 be received and filed.

Carried.

Part C, Item 2 - Cross Border Billing

#21: Arnold/McManaman: That the County of Lambton endorse the Western Ontario Wardens Caucus's recommendations regarding Cross Border Billing.

Carried.

IN-CAMERA

#22: Boushy/J. Murray: That the Chair declare the Committee go in-camera to discuss a personal matter about an identifiable individual, a matter subject to solicitor-client privilege and a matter concerning labour relations and employee negotiations.

Carried.

#23: (Motion dealt with in the Lambton County Council (CLOSED SESSION) minutes dated September 7, 2005.)

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated September 7, 2005.)

(Item dealt with in the Lambton County Council (CLOSED SESSION) minutes dated September 7, 2005.)

Memorandum dated August 24, 2005 Regarding the Tentative Agreement - National Automobile Aerospace, Transportation and General Workers Union of Canada (CAW Local 302)

#24: Boushy/Perry: That County Council ratify the tentative agreement reached with CAW Local 302 on June 23, 2005.

Carried.

OPEN MEETING

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

INFORMATION TECHNOLOGY

Part B, Item 4 - General Manager's Report

#25: Arnold/Perry: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

HUMAN RESOURCES

Part B, Item 2 - General Manager's Report

#26: Arnold/McGugan: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

FINANCE

Part B, Item 4 - General Manager's Report

#27: Arnold/J. Murray: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

Part C, Item 1 a) to d) - Correspondence 9-1-05, 9-41-05, 9-42-05 and 9-05-05

#28: Boushy/McManaman: That the above correspondence items be received and filed.

Carried.

Part C, Item 1 e) - Correspondence 9-24-05

#29: Arnold/McGugan: That correspondence 9-24-05 regarding the resolution from the Township of Wellington North, requesting the Province amend the OMPF funding formula, be endorsed in principle.

Carried.

PROVINCIAL OFFENCES ADMINISTRATION

Part B, Item 4 - General Manager's Report

#30: Arnold/MacDougall: That the General Manager's Report as set out in Part A and Part B be accepted as presented.

Carried.

LEGAL SERVICES/CLERK'S DEPARTMENT

Memorandum dated August 16, 2005 Regarding the New Accessibility for Ontarians with Disabilities Act

This item was provided for the information of the Committee.

ADJOURNMENT

The Chair declared the meeting adjourned. The next meeting will be held on Wednesday, September 21, 2005 at 1:00 p.m. at the County Building.

Time: 3:05 p.m.

Carolyn Jamieson
Chair

Ronald G. Van Horne
Secretary

some one time and others permanent. The initial decisions of permanent cuts were announced on July 7 and totaled annualized savings of approximately \$230,000. An invitation was extended to Client Libraries to participate in the consultation process in order to find the remaining permanent savings. Lambton County Library sent two representatives to the meeting in Ingersoll on July 27, 2005. The consultation process was led by Laurey Gillies, CEO of SOLS and Susannah Ketchum, SOLS Chair. To view SOLS power point presentation, go to

<http://www.sols.org/aboutsols/2005%20cut%20-%20Consultation%20Presentation%20web%20posting%20version.pdf>.

Lambton County Library maintains that Priority 1:

Libraries collaborate to make the most effective use of resources with support for inter-library loan, delivery of service and SOLS buying pools for specialized material such as multilingual books and videos is also our main priority.

b) Ontario Trillium Foundation Grant

Lambton County Library has been awarded a \$72,500 grant from the Ontario Trillium Foundation in support of the Lambton Initiative for Teen Endeavours (LITE) project. The Children's Services Coordinator and Revenue Development Officer for the County, worked diligently in the preparation of a well researched and professional grant proposal. The endorsements received from municipal councils and community agencies attest to the importance of the development of resources and services for teens in the County. A cheque for half the grant amount has been received and an official announcement is forthcoming.

The grant funds will be used to strengthen the teen services to the twenty-four libraries that fulfill the OTF mandate of municipalities with populations under 20,000. The grant money has been allocated for three different areas of interest: a contract staff to survey the needs of the teen population of Lambton County; capital funds to develop collections of alternate literacy materials to promote reading and to acquire furnishings to designate a section of the facility as a teen area; and funds to develop programs for the teens which include the development of teen advisory groups (TAG). The Library has one year to implement these new teen strategies anticipating that the seeds planted today will further the County's Strategic Plan and contribute to being a learning community.

c) M. R. & Evelyn Hudson Foundation Grant

The M. R. & Evelyn Hudson Foundation is a philanthropic foundation in Texas. Last fall, the Watford Library received an invitation from the Foundation to apply for a grant of \$10,000 (U.S. funds). This invitation was in recognition for the excellent assistance that Mrs. W. Hooser received from the Watford Library staff and area residents when researching her family tree. The foundation provided detailed application guidelines and format requirements. Careful consideration was given to the origins of the invitation and the local community interests in developing the project which is to identify, collect, digitize and preserve the local history and genealogical materials of the Watford/Warwick area. The Foundation received the proposal, Watford Heritage @ your library in mid-July. It is anticipated that the Library will receive this funding later this fall.

d) Summer Reading Program

The 2005 Summer Reading Program "Go West" has staff and children totally involved. The summer has included everything from reading partners in libraries in Western Canada to lassoing demonstrations. This summer's special feature program is juggler Craig Davis. He will be performing at four libraries, Petrolia, Port Franks, Sarnia and Sombra during the first week of August.

e) Statistics

Statistics for year to date of June are attached.

f) Calendars

Adult and Children's programs calendars are attached.

4. General Manager's Report

Recommendation

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

PART C - Other Matters Requiring a Motion

1. **Correspondence**

- a) 9-6-05 Letter dated July 8, 2005 from the Township of King regarding budget cuts to Ontario Library Services.

The County has already written to the Minister of Culture to express their concerns regarding the budget cuts to Ontario Library Services.

- b) 9-23-05 Letter dated July 29, 2005 from Ontario Trillium Foundation forwarding the first half of the \$72,600 for the Lambton Initiative for Teen Endeavours (LITE) project.

Recommendation

That correspondence 9-6-05 and 9-23-05 be received and filed.

2. **Donations**

Winged back library chair donated by Optimist Club of Lambton Central, Petrolia
for use in the reading program at Petrolia Library
\$12.63 from Rob Fair, Bay City MI for reference materials in Sarnia Branch
\$50 from Joanne Waugh, Hamilton, ON for reference materials in Sarnia Branch
\$20 from Gerard Sucette, Sarnia for children's books for Sarnia Branch
\$25 from Forest donation box
\$488.11 used book sales

Recommendation

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

AGENDA

County of Lambton
Meeting for the Committee "Museums - General Manager's Report"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Cindy Thayer

Orders of the Day:

PART A - Follow-up from Previous Month(s)
PART B - Monthly Activities
PART C - Other Matters Requiring a Motion

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

None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of June & July 2005: \$ 96,277.08
Totals for the months of June & July 2004: \$ 47,629.41
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

Revenues received during the months of June & July 2005: \$ 166,084.00
Revenues received during the months of June & July 2004: \$ 143,349.00

- 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) Resignation of Lambton Room Historian

Helen Maddock resigned her position at the Lambton Room effective August 26, 2005 to make a career change. The position has been posted for replacement.

b) Lambton Visual Heritage Project

On location filming has begun in earnest, with detailed in-person interviews with a dozen Lambton historians and curators completed. Site location footage and enactment scenes are currently being shot at several museums, including three days on location at the two County museums.

c) Notable Publicity

CFPL-TV News did a report on Toys on Parade; CBC Radio and Toronto Star both did features on the Oil Museum and CHOK interviewed the Curator for the Visual Heritage Project.

The Lambton Heritage Museum received a citation from the Grand Bend Horticultural Society for the beautification contribution made by the gardens on the Museum's property.

The Oil Museum of Canada was included as a partner for the 150th Enniskillen Anniversary driving tour and a \$150 donation was received from the municipality.

A new attraction at the Oil Museum is the operating demonstration of the Union Gas pump jack that was recently restored and is operated by a volunteer.

d) Statistics

Attached are the museums' year to date statistics to June 2005 and Lambton Room statistics for May and June 2005.

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:

Limestone lintel from the Thedford Public School, 1923. Betty Gill, Thedford.

A History of the Nauvoo Road, by Ralph Ferguson. (reference item) Ralph Ferguson, Alvinston.

1923 Lady's cotton undergarments in excellent condition. Dorothy Torrens, London.

Flannel hand-tied quilt, 1920's. Jane Hogg, London.

Bradshaw Family of Sombra History (reference item). Anne Randall, Pt Edward.

IHC corn planter with cast pots, traded with Fanshawe Pioneer Village.

Children's Wild Game Shooting game. Vivian Reeves, Virginia.

Early and rare linen sampler, sewn 1811 by Julia Wells; the Wells family settled the lot adjacent to Capt. Vidal of Sarnia. in the 1830's. Lyla

Crossley, Toronto.
Czech immigrant's traditional costume. Maurice Braet, Sarnia.
An original penned letter from Uncle Joe Little. Eric Fuller, Watford.
3 WWII ad cuts for Auto-Lite torpedo wire, Sarnia. Robert Tremain, Grand Bend.

Artifacts Recommended for Refusal:

Bibles, hymnals, school books. (duplicates) Lorne Radcliffe, Bothwell.
Underwood Typewriter (duplicate). Kathleen Bush, Sarnia.
Sickle and scythe (duplicates), tubular bed, chrome chairs. Donna Baxter, Forest.
Washing machine, (we have 31) Ivan Minielly, Forest.

Artifacts Recommended for Disposal:

Ford 9-N Tractor, for reason of post-production modification of electrical system to 12 volts, so replacements not readily available. Jean Janes, Warwick.

*Note that the museum is in search of a heavy wagon chassis with adjustable reach, to carry the Goodison water wagon donated by Wm. Jackson. Any suggestions are welcome.

Lambton Room Donations

The History of Hope United Church Alvinston 1880-2005, donated by Donald McKellar, Alvinston, Ontario
2 Boxes of Scrapbooks from the Wyoming Seniors' Club donated by: Doris Hagerty, Wyoming, Ontario
As time goes by...Selected Writings of John Phair donated by: John Phair, Petrolia, Ontario
Joseph Welch and Mary Allen Descendants donated by: Rev. Bill McAuslan, Ilderton, Ontario
Family History of John Henry Teeter donated by Dona Madill, Cambridge, Ontario
Smeltzer-Bowles Genealogy and Four Postcards pertaining to Neil Grant, Sombra donated by Jean Lye, Sudbury, Ontario
Going Back to Birnam and Reflections and Reminisce donated by Maxine Miner, Watford, Ontario
Envelope of Local News Clippings donated by Suzanne Whyte, Sarnia, Ontario
Trail of the Aristocrats: Township of Moore donated by Ciel Clarke, Inwood, Ontario
Records of the Sunshine Club 8th Line Enniskillen Including 7 Notebooks 1966-2001 and 3 Photo Albums donated by Sharon Moore, Enniskillen Township, Ontario
Tate/Tait Family History donated by Stuart Tait, Ottawa, Ontario
Records of the Department of Indian Affairs at Library And Archives Canada: A Source for Genealogical Research donated by John Collins, Sarnia, Ontario
Schools of Sombra Township donated by Don Carpenter, Sarnia, Ontario
Belden's Illustrated Atlas of the Dominion of Canada (Original copy—includes County of Lambton) donated by Doris Cowan, Watford, Ontario
Diary of Sailing Ship Voyage from Liverpool to New York Wed. July 17th to Thurs. July 30th 1846 by E. Edward Archer, Lot 29, Concession 7, Plympton Donated by Gerald Herbert, Forest, Ontario
Discovering Your Roots in Elgin donated by Connie Bradley, Sarnia, Ontario
\$20 from JimWentowrth, Kamloops, BC
\$30.10 from James Brock, Lakeland, Florida

\$20 from Lois Stevens, Niagara Falls, ON
\$20 from Deborah Wilson, St. Catharines, ON
\$30 from Jean Good, St. Thomas, ON
\$20 from Grant Greenfield, Waterloo, ON
\$25 from Shirley Somerville, Smith Falls, ON
\$30 from Herbert Hayward
\$258 from Lambton Ontario Genealogical Society
\$151.40 from sale of used books
\$44.95 from donation box

Recommendation

That the Curator's Collection Management Report be accepted as presented, in accordance with County policy; and further,

That the Lambton Room donations be gratefully accepted and that thank you letters be sent in accordance with the County's Recognition Policy.

AGENDA

County of Lambton
Meeting for the Committee "Gallery Lambton - General Manager's Report"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Cindy Thayer

Orders of the Day:

PART A - Follow-up from Previous Month(s)
PART B - Monthly Activities
PART C - Other Matters Requiring a Motion

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

None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of June & July 2005:	\$ 25,794.58
Totals for the months of June & July 2004:	\$ 23,570.22

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

Revenues received during the months of June & July 2005:	\$ 109,892.00
Revenues received during the months of June & July 2004:	\$ 106,036.00

- | | |
|-----------------------------------------------------------------|----|
| 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) Gallery Lambton was recently featured prominently in an article in the Port Huron Times Herald's "The Weekend Spin". Entitled "Sarnia Scene: Galleries give art community a boost across the border", the article also featured photos from the summer exhibition of pieces from the gallery's permanent collection.

- b) Bus Trips

A bus trip is planned for Saturday, September 17, 2005, A Day in the Nineteenth Century to Dundurn Castle, Hamilton and the new Art Gallery of Hamilton. At the Art Gallery, participants will see the exhibition, European Treasures from the Tanenbaum Collection

A bus trip is planned for Saturday, October 22, 2005 to the Art Gallery of Ontario, Toronto, to see the exhibition, Catherine the Great: Arts for the Empire – Masterpieces from the State Hermitage Museum, Russia

c) Exhibitions

Thomas Ackermann: Disasters of War (Main Gallery), August 27 to October 1, 2005

Jon-Erik Kroon: The "Photo Again" Collection (Sadie A. Knowles Gallery), August 27 to October 1, 2005

d) Programmes

Summer Art Classes 18 art classes have been offered from July through August. Only one so far has had to be cancelled because of a lack of enrolment. The attached picture is a shot of the heads from the "Beautiful People" workshop which was held August 2-5, for ages 9 – 13. Erica Mendritzki taught this class.

Fall & Winter Art Classes. 4 classes for Creative Wigglers are once again to be offered, along with four art classes for children, one for adults, and one for adults and youth.

e) Collections Management

i) The Montreal Museum of Fine Arts has borrowed Edwin Holgate's The Lumberjack for their Holgate retrospective. This painting was featured prominently on the back cover of their exhibition catalogue.

ii) A loan request has just been received from the Varley Art Gallery, Unionville for A.J.Casson's Crescendo for the exhibition: A.J.Casson: Behind the Scenes, April 2 to May 14, 2006.

iii) Collection Report and Annual Inventory

The annual inventory has now been completed and everything once again has been accounted for. See staff memo, attached.

f) Gallery Lambton recently experienced several leaks in the exhibiting galleries, the staff offices, and the permanent collection storage after heavy weekend rains. No damage to works of art occurred but it raised a number of concerns especially the new leak in the permanent collection storage. The Mall had a consultant investigate these leaks while the Gallery called a representative in from Poleair for an independent assessment. The Mall has acknowledged that most of these leaks were caused by problems in the roof and have agreed to replace all stained ceiling tiles as well as repair the roof.

g) Statistics

Attached are YTD to June 2005 statistics.

h) The Bridge

Copies of The Bridge are available for the committee.

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) 9-20-05 Letter from Guy Cogeval, Director of the Montreal Museum of Fine Arts to the Curator, thanking Gallery Lambton for the loan of the Edwin Holgate picture, The Lumberjack for the Edwin Holgate Retrospective exhibition now on view at the MMFA until October 2, 2005.
- b) 9-21-05 Letter from Ian McLean to the Administrative Assistant for Gallery Lambton, dated June 30, 2005. McLean thanks the County of Lambton for the availability of the bus grants to the art gallery.

Recommendation

That correspondence 9-20-05 and 9-21-05 be received and filed.

AGENDA

County of Lambton
Meeting for the Committee "Housing Services - General Manager's Report"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Cindy Thayer

Orders of the Day:

PART A - Follow-up to Previous Month(s)
PART B - Monthly Activities
PART C - Other Matters Requiring a Motion

PART A - Follow-up to Previous Month(s)

None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of June & July 2005:	\$ 963,001.13
Totals for the months of June & July 2004:	\$ 733,209.04

A listing of accounts will be available at the meeting.

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|-----------------------------------------------------------------|-----|
| 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 June & July 2005:	\$ 1,882,580.00
Revenues received during the months of June & July 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 |

3. Items of Committee Interest

a) Statistics

Statistics for the months of June and July are contained in the attached file.

b) Federal Provincial Housing Agreement

The \$602 million announced under the Federal Provincial Housing Agreement will be used for:

Rent Supplement Program: An additional 5,000 rent supplement units, an interim measure to create affordable rental housing for low-income households in existing vacant private and non-profit units.

Affordable Urban Rental Housing: 15,000 new rental housing units to increase the supply of new affordable rental housing for moderate-to-low-income households. This includes a rehabilitation/conversion housing component to convert severely deteriorated properties into rental housing for low-income households.

Affordable Home Ownership Program: to ease the demand for rental housing by assisting rental households to purchase affordable homes. **Affordable Remote Housing Program:** To increase, acquire or rehabilitate through renovation, affordable rental or ownership housing in remote areas.

No specific details are available as to the impact this might have on Lambton County.

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) 9-40-05 Letter from the Ministry of Municipal Affairs and Housing announcing the final benchmarks for housing providers.
- b) 9-9-05 Correspondence from Regional Municipality of Niagara requesting support for their resolution calling on the Ministry to provide additional funding to cover the increased costs that Housing Providers will incur as a result of the new benchmarks.

It was a requirement of the Social Housing Reform Act that benchmarks be established 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.

The subsidy provided by the County to the non-profit projects will now be calculated using these benchmark numbers. The mortgage subsidy is the difference between the project's actual mortgage payment and the calculated affordable mortgage payment under the benchmark process. It is estimated that the County's costs will increase an estimated \$40,000 through this process.

Recommendation

That the County of Lambton send a letter to the Minister of Municipal Affairs and Housing requesting that the province provides funding on an annual basis to cover the mandated increases to Social Housing Providers.

2. Capital Projects

i) Project C-HGS-134 – Common Lighting

The above project was for the replacement of common area lighting in three locations. The approved budget was in the amount of \$10,000. A total of three valid bids were received and the lowest bid was \$12,951.

ii) Project C-HGS-122 – Playground Upgrades

Playcheck Services, an inspection Company, has recommended that the swings located in the playground on Roger Street be removed and alternative equipment be installed as the soft surface located under the swings does not comply with safety standards. The total cost to remove the swings and replace with teeter totters is \$2,612.00.

iii) Project C-HGS-118 Roofing and Rainware

The total budget for this project was \$305,500 and it is projected that there will be a small surplus in this project of roughly \$6,000.

Recommendation

That the lowest bid for project C-HGS-134 be accepted and that a change order be approved in the amount of \$2,612.00 for Project C-HGS-122 and that the surplus funds from Project C-HGS-118, Roofing and Rainwear be used to fund this work.

AGENDA

County of Lambton
Meeting for the Committee "Senior Services - General Manager's Report"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Cindy Thayer

Orders of the Day:

PART A - Follow-up from Previous Month(s)
PART B - Monthly Activities
PART C - Other Matters Requiring a Motion
IN-CAMERA

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

None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of April 2005:	\$ 2,259,505.35
Totals for the months of April 2004:	\$ 2,172,274.94

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

Revenues received during the months of April 2005:	\$ 2,299,997.00
Revenues received during the months of April 2004:	\$ 2,113,686.00

- | | |
|-----------------------------------------------------------------|----|
| 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) Compliance Reviews

i) North Lambton Rest Home

On July 27-28th the Ministry of Health conducted a follow-up review stemming from a complaint investigation. No unmet standards were issued and the ministry commented on the significant improvement with documentation.

ii) Lambton Meadowview Villa

The compliance advisor was at LMV for their annual review on June 14-17/05. The Home was cited for two unmet standards. One related to the number of small group activities being held for residents who are not interested in larger group activities and those with behaviour problems or short attention spans, and one related to medication being given to a resident for pain that had not specifically been authorized by a physician. A compliance plan has been prepared by staff and submitted to the Ministry in response to the unmet standards. The activation staff's schedule will be revised to include more time in the individual resident home areas and programs provided that include activities for residents with behavioural issues. The medication issue will be addressed by additional chart audits completed by the Resident Care Supervisor as well as ensuring that the RN's follow all policies related to medication.

iii) Marshall Gowland Manor

The compliance advisor was at MGM on July 5, 2005 in response to two complaints received from family members related to the nature of the relationships their parents had formed while at the Home. In both cases, the residents involved were deemed to be fully cognitive and able to make their own decisions. The compliance advisor found the complaints to be unverified. However, during the same visit, the advisor did find that some part-time summer staff had not been properly trained on use of some of the equipment, in particular bedpans and the lifts and were pinning call bells to residents. A review of our summer hiring practices will be undertaken to ensure that summer nursing staff have been properly trained.

b) Therapeutic Garden/Shaw Foundation

Committee may recall that the Shaw Foundation generously agreed to donate up to \$50,000 for a Therapeutic Garden at LMV, on a matching fund basis. LMV has been fund raising for the garden for the last two years and has now reached the fundraising goal of \$50,000. The Therapeutic Garden is almost complete and is being greatly enjoyed by the residents.

c) Accommodation Rates

Long-term care home accommodation rates remain frozen until July 31, 2006 and are as follows:
Basic accommodation rate \$48.69 daily, \$1,480.99 monthly
Semi-Private accommodation rate \$56.69 daily, \$1,724.32 monthly
Private accommodation rate \$66.69 daily, \$2,028.49 monthly

d) Statistics

Occupancy Reports for June and July 2005 are attached.

e) The Building Committee met on June 22 and August 8, 2005. Copies of minutes are attached.

f) Volunteer Appreciation Events

Listed below are the dates and times for the Homes' Volunteer Appreciation Dinners. Anyone wishing to attend please contact Jane Joris, Social Services Supervisor, Senior Services Department at 882-1470 x228.

September 15 - Lambton Meadowview Villa - 7:00 p.m.
September 22 - North Lambton Rest Home - 7:00 p.m.
September 29 - Marshall Gowland Manor - 7:00 p.m.

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) 9-31-05 Letter dated July 19, 2005 from the Ministry of Health and Long-Term Care announcing an increase of \$0.92 for nursing and personal care and \$0.09 for program and support services which will be retroactive to April 1, 2005.

This is an unbudgeted increase in Ministry funding. The budget was based on an increase \$1.83 as of April 1, 2005 which was received; this announcement is new funding. The increase in funding is \$33,596 for LMV, \$36,0589 for MGM and \$21,485 for NLRH, totaling \$91,140.

- b) 9-32-05 Letter dated July 26, 2005 from the Ministry of Health and Long-Term Care announcing that accommodation funding will be increasing by \$0.76 per resident day effective July 1, 2005.

This is also an unbudgeted increase in Ministry funding and totals \$47,406 across the three homes.

- c) 9-38-05 Letter dated July 19, 2005 from the Ministry of Health and Long-Term Care announcing budget increases for Community Service programs and indicating that the Outreach Programs will receive an annual base funding increase of \$5,919.00 for 2005/2006.

This is a 100% Ministry of Health funded program and therefore the increase has no budget implications but will allow additional units of service to be provided to those who most need it.

- d) 9-33-05 Letter dated July 15, 2005 from Lambton Rural Child Care giving their sixty days notice that they wish to terminate their agreement for office space rental on the main floor at Senior Service Department effective October 1, 2005. They are relocating to the lower level of Lambton Meadowview Villa in the space previous occupied by Ontario Early Years.

Currently Lambton Rural Child Care lease four offices at a monthly rate of \$1,500. The termination of the lease will result in lost revenue of \$4,500 for the remainder of 2005 and \$18,000 on an annual basis. Discussions are currently ongoing with staff as to other potential uses for the space.

- e) 9-36-05 Copy of a letter from the Corporation of the Township of North Huron supporting our resolution calling on the Minister of Health and Long-Term Care to provide an accounting regarding the costs of devolving the District Health Councils, the settlements paid out to their former employees and the cost of establishing the LHINs across the province.

Recommendation

That correspondence items a) to e) be received and filed.

Correspondence

- f) 9-37-05 Letter from the County of Hastings to Minister of Health, noting their support for all 65 recommendations from the Coroner's report as a result of the investigation into the death of two residents at the Casa Verde Nursing Home in Toronto, and calling for support from all Counties in Ontario.

The County has previously supported calls from other municipalities to increase long term care funding in order to ensure adequate staff and training to deal with the increasingly complex care required by residents but has not specifically supported all of the recommendations from the Coroner's report.

Recommendation

That the County of Lambton send a letter to the Minister of Health and Long-Term Care noting our support for all 65 recommendations from the Coroner's report.

Correspondence

- g) 9-39-05 Letter from Mina Grossman-Ianni, the Founding Board Chair of the Erie St Clair Health Integration Network inviting the Chair of the local health care organizations to attend an initial meeting to meet the Board members and the new Chief Executive Officer.

Recommendation

That the Warden, or his/her delegate, attends the meeting as well as a staff member.

2. Donations

The following donations were received in the months of June and July.

Marshall Gowland Manor - \$ 1,075.00
Adult Alzheimer Enrichment Centre - \$550.00
Lambton Meadowview Villa - \$831.00

Recommendation

That the donations be gratefully accepted and that thank you letters be sent in accordance with the County's Recognition Policy.

IN-CAMERA

Please refer to the In-Camera Agenda of the Corporate and Community Services Committee dated August 24, 2005.

- c) A mail-out evaluation has been produced by the department. Random evaluations will be mailed, with a stamped/addressed return envelop, to those people we have responded to in an EMS capacity. This will provide feedback on the service provided and assist in identifying opportunities for improvement.
- d) Interviews are underway to replace the Operations Supervisor who resigned in July.

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) 9-27-05 Letter from the Ontario Hospital Association regarding the proposed amendments to Section 20(1) of the ESA 2000 regarding eating periods for paramedics. The Hospital Association is also in favour of amending Section 20(1) of the Act as it pertains to paramedics.
- b) 9-7-05 Letter from the Corporation of the County of Frontenac petitioning the Province of Ontario to amend Ontario Regulation 285/01 to include a full exemption from Section 20(1) of the ESA for Paramedics in the employment of municipalities, other service delivery agents or delegates across the Province of Ontario.

The County has already sent letters of support for changes to Section (20) of the ESA to the Ministry of Labour regarding this issue.

Recommendation

That correspondence 9-27-05 and 9-7-05 be received and filed.

Correspondence

- c) 9-28-05 Letter received from the MOHLTC indicating that a request was made under the Freedom of Information and Protection of Privacy Act requesting the code 1, 2, 3 and 4 call volumes for all of Southwestern Ontario for the period 2000-2004. The request was originally denied by the MOHLTC but was appealed by the requester and as such, an order for release was issued by the Information and Privacy Commission of Ontario (IPC). The MOH has now complied with the order and the call volume information has been released, including the information relating to Lambton County.

Recommendation

That correspondence 9-28-05 be received and filed.

2. Cross Border Billing

At the June 27, 2005 meeting of the Western Ontario Warden's Caucus, a report prepared by the CAO's related to Cross Border Billings was reviewed. The report contained an analysis of three different options and made two recommendations on how the billings should be handled. One related to 2000 to 2005 and the second on how to deal with them from 2006 on. The Western Warden's caucus accepted the report's recommendations.

Committee may recall that in each of the last four budgets, \$50,000 has been included as the net revenue we expected to receive from cross border billings. The majority of this revenue would be related to calls handled in Huron County. A full copy of the report is attached.

Recommendation

That the County of Lambton endorse the Western Ontario Warden's Caucus's recommendations regarding Cross Border Billing.

3. Items of Committee Interest

a) Electronic Agenda Project (eGenda)

All expected modifications and fixes were received from the eGenda vendor with the exception of a problem with dates switching. This issue is still being investigated by the vendor. In June, a new test environment was setup for testing new product features as well as for training of staff and Council. A new high capacity wireless router was installed in the Committee room which will provide faster and more reliable network access during meetings.

Once again, Committee members are asked to please bring your laptops to the Committee meetings in August. IT staff will again be on hand to ensure that all members are able to connect to the network and launch the eGenda application.

As a reminder, if Councillors have any questions regarding their laptop, the eGenda program, or are having difficulties connecting from home, please call the Corporate Manager of IT at 845-0801, ext. 365, or the IT Helpdesk at 845-0801, ext. 405, and staff will be able to answer any of your questions or concerns.

b) Lambton County and CKLAG Wide Area Network

The contracts for the Wide Area Network project have been executed and Maxess Network has started on the detailed project plan as well as the proof of concept sites that were requested in the WAN RFP.

c) VUBIS Library Software Implementation

Earlier this year the County of Lambton entered into an agreement with Geac to provide Vubis Smart technology, a web based library management system. Work on the project began immediately in June and is on track to meet the implementation date in December.

Currently Geac is finalizing the setup of the new database. Upon completion a copy of the current database will be converted and migrated to the new system. Testing will then be conducted to verify the integrity of the data. This is a critical step in ensuring the success of the final conversion later this year.

Beginning in late September and continuing through the months of October to early November will be the training portion of the project. Geac will instruct selected employees from the County who will in turn train the remainder of the staff.

The County of Lambton is continuing its commitment to provide employees with new and innovative technology. The Vubis Smart system incorporates convenient workflows and easy to use administrative tools that will allow staff to define multiple formats, databases, indexes, search methods and more. Distinctive rules and parameters can also be defined to meet the requirements of individual branches and locations throughout Lambton County to better serve library patrons.

In addition, Geac's Vubis Smart System offers extraordinary flexibility in allowing the County of Lambton to bring not only improved Library Services, but is also capable of cataloging and showing the collections of Lambton's Art Gallery and two Museums under one system.

d) Computer Refresh

138 computers throughout the County have been replaced that were at end of lease during the months of July and August. Also, a number of end of lease PC's will be replaced by laptops for mobile staff that work throughout the County such as planners and inspectors to improve process flow and communications.

At the same time, IT is moving from a three year lease term to a four year replacement strategy to extend the useful life of the County computer equipment thus reducing costs.

e) Orthophotography RFP Update

See attached memo regarding progress of the Orthophotography RFP.

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

1. None.

AGENDA

County of Lambton
Meeting for the Committee "Human Resources - General Manager's Report"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Linda Ross

Orders of the Day:

PART A - Follow up from Previous Month(s)
PART B - Monthly Activities
PART C - Other Matters Requiring a Motion
IN-CAMERA

PART A - Follow up from Previous Month(s)

1. PART A - Followup from Previous Month(s)

1. No matters to report at this time.

PART B - Monthly Activities

1. PART B - Monthly Activities

1. Items of Interest

- a) Pay Equity Review Update

Human Resources has met with representatives of the three (3) CUPE groups to discuss and review the process for these groups. CUPE represents workers in our Homes for the Aged and in Social and Health Services. In September and October, we will commence job questionnaire training with evaluation by the three groups to follow.

- b) Training and Development

Training sessions on the new iCityfinancial software began over the last few months. iCity replaces our current financial software program. The intent is to orient staff to changes implemented with the upgrading of the financial software. This is the first of a series of workshops held by Finance for managers and administrative staff. Further sessions are scheduled in the Fall.

Training sessions were designed and delivered for staff and one for supervisors focusing on improving the work environment and civility for staff. Also, additional orientation sessions (5) were held in June and July to meet the increased needs of summer staff.

Attached to this report is the Fall Training schedule. All County municipalities are encouraged to send their employees to these sessions. The schedule will be sent to Local Clerks by the first of September.

c) Councillor Computer Training

A session on Basic Computer Training for Councillors is being offered to those who are interested in an initial introduction to the technology. Please see attached flyer for further information and scheduling of training.

d) Occupational Health and Safety

During July, a physical demands analysis (PDA) was conducted for positions in the Library. This action was undertaken to determine the requirements of employees for physically demanding positions. This process will continue in the future so that we do not place employees in physically demanding positions which would be beyond their physical capabilities.

As a result of five (5) needle stick injuries in the Homes for the Aged, the OH&S Coordinator assisted in establishing an in-service program to highlight the critical nature of these incidents. With the assistance of Sarnia Pharmacy, a new procedure and disposal method has been introduced.

Accident Investigation Training

This Fall, all supervisors in the County will be attending Accident Investigation Training. As previously reported to Council, this training was recently conducted in the Homes for the Aged and it was found to be an effective tool to assist supervisors in their role. The aim is to investigate accidents and make recommendations and/or changes to prevent future occurrences.

e) Other Updates

Please see the attached article by John Fleck who is the Chair of the Ontario Municipal Human Resources Association (OMHRA) on "An Act to Revise the OMERS Act". Key highlights affecting the County include:

OMERS is a defined pension plan for 355,000 members and retirees.

On June 1, 2005 the government introduced Bill 206 to change the governing structure of OMERS; the Ontario government will no longer be the plan sponsor.

The new structure will allow for OMERS to become "more autonomous" and deal with "pension matters in a timely fashion" says Frederick Biro, Chair of OMERS.

Bill 206 allows for supplemental plans (ie Fire and Police) for additional benefits.

Supplemental plans may bring higher costs for employers and employees.

The power will exist within OMERS' new structure to impose a fee on employers and employees to lower costs not payable from the pension fund.

2. General Manager's Report

Recommendation

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

PART C - Other Matters Requiring a Motion

1. PART C - Other Matters Requiring a Motion

1. Nothing to report at this time.

IN-CAMERA

Please refer to the In-Camera Agenda of the Corporate and Community Services Committee dated August 24, 2005.

AGENDA

County of Lambton
Meeting for the Committee "Finance - General Manager's Report"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Linda Ross

Orders of the Day:

PART A - Follow up from Previous Month(s)
PART B - Monthly Activities
PART C - Other Matters Requiring a Motion

PART A - Follow up from Previous Month(s)

1. PART A - Follow-up from Previous Month(s)

1. 2005 Tax Administration

Area Treasurers and Finance staff continue to work on finalizing Tax Capping for 2005. Although this has taken longer than scheduled, the delays are not anticipated to create any significant billing problems for Area Municipalities. A Capping Parameters By-law is being prepared for Council's approval at its September meeting.

2. Ontario Municipal Partnership Fund (OMPF)

Attached is a copy of the Report prepared by MTE analyzing the changes in funding between the CRF and OMPF. Staff continue to monitor for any new developments regarding this replacement for the CRF, but as yet have nothing new to report.

PART B - Monthly Activities

1. PART B - Monthly Activities

1. Accounts and Verification

Total for the period June – July 2005:	\$5,941,665.14
Total for the period June – July 2004:	\$5,588,247.44

A listing of the accounts for both months 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 significantly not in the Budget? No

2. Revenue and Verification

Revenues received during the period June – July 2005:	\$1,606,083.00
Revenues received during the period June – July 2004:	\$1,488,602.00

- 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 Interest

a) WSIB Certification

Members are invited to join the Department in congratulating Mrs. Judy Latam, a member of the Administration Building joint Health and Safety Committee on successfully completing Part 1 of her certification.

b) Audit Committee

The Corporation's external auditors will soon begin planning for their audit of the County's 2005 financial records. An initial step in this process will be to meet with Council's Audit Committee. Staff are therefore researching and developing a draft terms of reference for the Audit Committee which will be presented for consideration by this Committee at its next meeting.

c) Treasurer's Report

Attached is the Treasurer's Report and recommendation to Council regarding the use of lease financing to cover the cost of this year's refresh of computer equipment as approved in the Corporation's 2005 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. PART C - Other Matters Requiring a Motion

1. Correspondence

- a) 9-01-05 A Resolution from the Town of Niagara-on-the-Lake calling on MPAC to freeze property assessment values for 5 years and then restrict future increases.
- b) 9-41-05 A Resolution passed jointly by the Township of Springwater, the Township of Clearview and the Town of Wasaga Beach requesting "equity" between contract and non-contract municipalities in the way O.P.P. handles its service billings.
- c) 9-42-05 A Resolution from the City of Clarence – Rockland requesting the Province for a change in the way it calculates municipalities' Debt Capacities.

Recommendation

That correspondence items (a),(b) & (c) be received and filed.

2. PART C - Other Matters Requiring a Motion (continued)

- d) 9-05-05 A letter from the Town of Penetanguishene regarding the OMPF identifying that municipality's concerns over how the Province calculates its allocations.
- e) 9-24-05 A Resolution from the Township of Wellington North requesting the Province amend the OMPF funding formula.

Recommendation

That correspondence items (d) & (e) be endorsed in principle.

AGENDA

County of Lambton
Meeting for the Committee "Provincial Offences Administration - General Manager's Report"
on
Wednesday August 24, 2005 01:00 PM
Committee Room #1
Chair: Linda Ross

Orders of the Day:

PART A - Follow-up to Previous Month(s)
PART B - Monthly Activities
PART C - Other Matters Requiring a Motion

PART A - Follow-up to Previous Month(s)

1. PART A - Follow-up from Previous Months

1. Highway 402 – Reduced Speed Zone

An appeal has been filed in Superior Court in London by one of the defendants against the judgement that found the reduced speed zone along Highway 402 to be valid. We anticipate that the matter will be heard early this autumn.

Staff are also endeavouring to determine why the appellant filed the appeal in London and not in Sarnia where the trial was heard.

PART B - Monthly Activities

1. PART B - Monthly Activities

1. Accounts and Verification

Total for the period June – July 2005: \$17,826.49

Total for the period June – July 2004: \$6,520.61

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 significantly not in the Budget? No

2. Revenue and Verification

Revenues received during the period June – July 2005: \$835,569.00

Revenues received during the period June – July 2004: \$254,701.00

- 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 Interest

a) Monthly Statistical Report

Attached is the Statistical Report to the end of June 2005. The number of charges during May & June this year was again higher than during the corresponding period in 2004.

b) Municipal Court Managers Association (MCMA) Conference 2005

Staff attended the annual MCMA conference in Windsor June 6-8th. Guest speakers from the Ministry of the Attorney General, Associate Chief Justice for the Province, suppliers and the Ministry of Transportation provided information that will prove to be very helpful during daily operations.

Significant discussions dealt with the current and increasing judicial shortages, the resultant court closures and what can be done about it. No specific strategies were forthcoming, but the Association continues to seek ways to convince the Province that more Justices of the Peace need to be appointed as soon as possible.

c) West Region Q.C.Q. Meeting and Court Closures

His Worship Frank Squires held his first Q.C.Q meeting since being appointed as Regional Senior Justice of the Peace on June 24th. Court Managers from the West Region had the opportunity to discuss problems and concerns within their court locations. His Worship warned that there would be additional court closures this year because of the lack of judicial resources within the West Region.

Subsequently on July 8th & 15th the Regional Senior Justice of the Peace closed Lambton's scheduled court sittings due to a lack of available Justices of the Peace. Further closings of an additional 10 days during September have also been announced. These closures along with those in July have resulted in significant impact on the scheduling of trials as staff must now re-schedule over 250 matters.

d) Court Transcribing Machine

The Lanier recording equipment used to record the proceedings in the courtroom is not recording properly. Several service calls have been placed and multiple solutions have been tried, but all have thus far failed to solve the problem.

If the problem cannot be rectified, Staff will include a provision in the 2006 budget to replace this machine with another type of recording equipment as the court can not function properly if evidence cannot be readily recorded.

e) Fine Payments

The following significant fines were imposed as a result of recent trials:

- i) \$62,500.00 (\$50,000.00 plus \$12,250.00 victim fine surcharge) following a guilty plea to a matter under the Occupational Health and Safety Act.

- ii) \$56,250.00 (\$45,000.00 plus \$11,250.00 victim fine surcharge) resulting from a two-day trial on June 20 – 21 on a charge issued by the Ministry of the Environment relating to the hauling asbestos waste without a certificate of approval.

f) Procedural Changes Regarding Set Fines

In early June police and enforcement agencies were notified by the Office of the Chief Justice for Ontario about a change in the way Set Fines are to be entered on Part 1 – Certificates of Offence. The total amount payable on a certificate consists of 3 amounts: the set fine, costs and victim fine surcharge. Provincially mandated practice prior to this change did not make a clear distinction between set fine and costs on certificates. To minimize the potential for confusion as to what the fine amount is, effective June 15, 2005 no reference to (or inclusion of) costs is now permitted in the set fine box on Part 1 – Certificates of Offence. Costs are, however still to be included in the total payable box along with the victim fine surcharge amount.

This change has caused much confusion with police agencies and created significantly more work for POA courts, including the County of Lambton. The set fine schedules in use at the time of this change included costs and until new ones are issued, it will be necessary for officers to subtract costs (\$5.00) from the amount in their schedules in order to comply with this directive.

This need to show costs separately is resulting in the following problems:

- i) Police Officers unfamiliar with this change are entering incorrect set fine amounts resulting in tickets being quashed and revenues lost.
- ii) Significantly increased time is now required to enter ticket data into ICON. Enhancements to ICON designed to rectify this problem are planned, but are not expected until as late as early 2006.

This information was poorly communicated by the Province and court staff did not become aware of these changes in practice until after the effective date and after police agencies had been advised.

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

- 1. No matters to report at this time.