

AGENDA

County of Lambton
Meeting for the Committee "Libraries - General Manager's Report"
on
Wednesday January 18, 2006 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)

1. None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of November & December 2005: \$ 179,607.59
Totals for the months of November & December 2004: \$ 277,983.47
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 November & December 2005: \$ 1,055,108.00
Revenues received during the months of November & December 2004: \$ 1,027,969.00

- 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) Partnerships

A partnership with the St. Clair Catholic District School Board (SCCDSB) has recently been established to promote Lambton County libraries through their Junior Kindergarten registration. When SCCDSB puts together packages for new parents, they give out pamphlets that promote our libraries.

b) M R & Evelyn Hudson Foundation Grant

The Hudson Foundation awarded the Library a \$10,000 grant to undertake a special project, "the Watford Heritage @ your library". The project will begin early in the New Year with the combined effort of the staff of the libraries and the museums and the Watford/Warwick community at large. A project assistant also will be hired.

c) Ontario Trillium Foundation Grant

The second installment of the Trillium grant for \$36,000 has also been received. The Teen Survey, which was the initial phase of this grant, has been completed. There were 2,000 surveys distributed with an amazing 1,642 responses. 43% of the teens responding indicated an interest in serving on the Teen Advisory Committees (TAGs). The first meetings for the TAGs are scheduled for January with a pizza party as the kick-off. Attached, for your information is a copy of the survey. A full report will be available at the next committee meeting.

d) Special Programmes

Family Literacy Day is January 27th. Every branch will feature promotional materials and a special book draw. Donations have been received from a number of the children's book publishers for the draws. Petrolia and Mallroad libraries are organizing a special event with a draw for a pair of tickets to a Sting hockey game donated by the Sarnia Sting. In conjunction with the celebrations, the Winter Reading program "Be an Olympian and Read" will also be launched.

e) Sarnia Branch Re-organization

The reorganization of collections at the Sarnia Branch took place during November and December. The major part of the move took place during the week that the GEAC system was down. Due to the fact that materials were reshelved on the same units, temporary locations were set-up while shelving was moved. The public were very patient while the move took place. Staff has received many positive comments about the move especially related to the multilingual collection.

f) Branch exchanges

Beginning in January and continuing over the next four months, music CDs, which previously have been available only at the Sarnia Branch, will be integrated into the regular branch exchange schedule. By the end of April, every Lambton County library branch will have a collection of music CDs and they will be rotated throughout the system on a regular basis.

g) Statistics

Circulation statistics are not available due to the disruption in service and the move to VUBIS Smart in November. Our reporting capabilities are still under construction.

h) Calendars

Adult and Children's programs for January are contained in the PDF file attached.



Library Calendars January 2006.pdf

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) 2-6-06 October 28, 2005 letter from Rose-Marie Ur acknowledging our correspondence supporting the City of Port Colborne's request to allow municipal libraries and museums to use lotteries as fund raisers.

Recommendation

That correspondence 2-6-06 be received and filed.

2. Donations

\$100 from Jean Pollock, Grand Bend for use at Grand Bend Library.
\$100 from Ciel Clarke, Inwood, in memory of Jim Clarke, for adult (rural) programs at Inwood Library.
\$100 from Sombra Sports & Recreation for children's programs at Sombra Library.
\$750 from Huron Shores Optimist Club for programs and materials at the Camlachie Library.
\$100 from Mary Jane Charman for use in the computer areas of the Petrolia Library.
\$40.73 from Paul Sonnenberg, Mt Clemens MI, for reference material at the Sarnia Library.
\$20 from Andrea DeYoung, Stettler Alberta, for purchase of children's books at Sarnia Library.
\$45.52 from Bright's Grove donation box
\$36.50 from Grand Bend donation box.
\$28.25 from Mallroad donation box.
\$3113.68 in 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 January 18, 2006 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)

1. Cultural Capitals of Canada Grant

Motion #7 from the November 16, 2005 Corporate and Community Services Committee, *that a Steering Committee which includes representation from Tourism Sarnia-Lambton, be formed to make a grant application on behalf of the community, for a Cultural Capital of Canada grant, regarding the celebration of the community's oil heritage in 2008.*

The Cultural Capitals of Canada is a grant program that provides up to 75% funding for cultural/heritage/art events or programs. The County of Lambton is home to unique heritage and cultural assets such as oil heritage, the Victoria Play House, natural heritage, Pinery Provincial Park, pioneer settlement, aboriginal history, Egremont Road, Plank Road, St. Clair Tunnel, Bluewater Bridge, Gallery Lambton (Permanent Collection), Lawrence House, Rock Glen, Imperial Theatre, Stones and Bones Museum, etc.... In 2008, the 150th anniversary of the first commercial oil well in the world will be celebrated in Lambton. To expand this celebration to the entire county, an application to the Cultural Capitals of Canada program will provide the financial assistance for all contributing partners to celebrate the cultural, artistic and heritage pillars that exist throughout the county.

The community is being engaged for active partners to contribute towards the contents of the application and to share in the leveraging opportunity available for other organizations that contribute to the arts, culture and heritage. To be competitive this grant requires a collaborative partnership, between the relevant community groups and the County. Meetings have been coordinated to solicit partners and raise awareness. External fund-raising and subsequent grant opportunities will be explored aggressively as the 2008 celebration draws near. The foundation of this application is the programming of contents for the 2008 year from all partners.

The Steering Committee held its first meeting on December 19, 2005 with a good representation of interested parties from across the County. Several good suggestions were made during the session related to celebratory activities and legacy building activities. Additional meetings have been scheduled for this month in order to continue the dialogue and discussion to create the grant application and efforts are being made to attract additional interested parties.

It is a requirement that a copy of the financial commitment made by the requesting organization be included as part of the grant application. The application deadline is March 15, 2006 which leaves very little time to verify the commitment from all the various organizations. In order to ensure that the grant is filed on time, staff is suggesting that the County make the initial financial commitment, with the understanding that external fund-raising, subsequent grant opportunities and revenue generation ideas will be aggressively explored during the next year and a half.

Recommendation

That the County of Lambton contribute up to \$100,000 towards the Cultural Capitals of Canada application. These funds will be used to leverage cash and in-kind contributions from other business, community groups, municipalities and other grant programs and further

That any revenue generated by the 2008 Celebrations be used to offset the initial contribution by the County.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of November & December 2005:	\$ 53,111.53
Totals for the months of November & December 2004:	\$ 47,186.25

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 November & December 2005:	\$ 184,488.00
Revenues received during the months of November & December 2004:	\$ 145,898.00

- | | |
|---|----|
| 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) Lambton Heritage Museum

A Sarnia Observer article featuring several recent donations to the museum included a photo of the ship's plaque from the wheelhouse of the Harmonic. The plaque was displayed at the VUBIS launch at the Sarnia Public Library, along with archival documents from the Lambton Room collection that reflected on the life of this Sarnia-based passenger ship. Several additional donations related to the Harmonic have now been received as a result of this recent publicity.

Preliminary program design and exhibit installations are underway for the 2006 feature exhibition, A Medieval Journey. This exhibit was popular several years ago, and staff have devised a way to create our own exhibit and pay for this with the proceeds of increased admissions. The exhibit materials can then return to use once every four years when the topic reappears in the Grade 4 elementary curriculum.

The Ontario Visual Heritage Project is now at the digital studio editing stage. Preliminary script and views of the film content will be shared with Heritage Sarnia Lambton group at their January 6th meeting. April 6 2006 has been booked as the official unveiling of the final DVD product, with a Gala film screening booked at the VPP for that evening.

b) Oil Museum of Canada

The museum participated in the Tourism Showcase event held at Hiawatha for motorcoach operators.

The inaugural Fairbank Lecture took place at VPP on November 9th. Author and futurist Julian Darley spoke about the end of fossil fuels and how society will be challenged to adapt to a new way of life. He also predicted that the role of municipal governments will continually expand, as our society focuses increasingly on its local community for jobs, consumer goods, food production and entertainment. Net proceeds of \$1400 from the lecture event were donated to the Oil Museum of Canada Foundation.

The Ontario Heritage Foundation (OHF) toured the Oil Museum on Nov. 9th and then toured the historic features of the Fairbank Oil Properties. A number of areas for future partnership with the OHF were suggested by the OHF themselves. They include an historic profile for the site to be featured in the OHF magazine that goes to 12,000 heritage organizations across Ontario, the chance for joint site programming with Uncle Tom's Cabin, and assistance with representation to Parks Canada and UNESCO for designation of the Oil Heritage resources as a site of national and international significance. This is currently in the assessment stage at Parks Canada.

Successful end-of-year Christmas themed school tours were held at both museums, with increased participation from last year noted.

c) Statistics

Attached are end of year stats for the Oil Museum of Canada and the Lambton Heritage Museum.



Museums Stats Nov and Dec 2005.pdf

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

a) Lambton Heritage Museum

Items Recommended for Acceptance

- Crocks, 1910 teddy bears, metal top donated by Jock Saunders, Sarnia.
- CD of Petrolia historic images, prepared for latest Petrolia history book donated by Ed Phelps, London.
- 1860 walnut bonnet chest in original finish, Empire setback front, carved scrolls on feet and backboard, attributed to Jane Thornton family of Moore Twp., 1861-1881, donated by Ron Van Horne, Forest
- Tall case clock and settle bench with Lambton provenance.
- 'Hole in the Barn Door' Quilt; red-and-white crib quilt 1930's donated by R. Tremain, Grand Bend.
- Original ship's plaque from the vessel HMCS Sarnia, a minesweeper built as a Bangor Class longline hull, laid in Toronto, 1942. Also full uniform and accessories from aboard; donated by Bill Powers, California

Items for Refusal

- 11 scale model boats: Titanic, etc., offered by Dave Finlay, Sarnia.
- Silo cutter & blower offered by Paul Kernohan, Forest.
- Print portrait of Churchill offered by Ray Philip, Sarnia.
- 1940's faux fireplace mantle offered by Gavin Hall, Sarnia.
- 'Stubbies' beer bottle collection offered by Ross Atkinson, London.
- 1950's Rock n Roll rider toy offered by Brenda Boughner, Grand Bend.
- Metal bed spring set offered by Ruth Kreibrich, Sarnia.

Items in trade or through purchase

- Rare image of Port Lambton Ferry 1909 Ebay purchase, \$20 US. A family sponsor was identified to cover this cost via donation.

b) Oil Museum of Canada

Artifacts Recommended for Acceptance

- 1869 Book 'Poems by Robert McBride' donated by Clara Hodgson, Forest.
- 3 early photos of Oil Springs donated by Howard Hollands, Don Mills.
- Legion pin of Alf Harper (Oil Springs foreign driller) donated by Ken McIntyre, Oil Springs.
- 4 hand made baskets from Saudi Arabia, Aramco Oil donated by Linda & Patrick Pickford, Sarnia, ON.

c) Lambton RoomDonations

- “Miller’s Manual – A Research Guide to the Major French-Canadian Genealogical Resources and How to Use Them” and Doug Miller Family History, written by Doug Miller and donated by the author.
- “A History of Hope Church 1856-1967” donated by Don McKellar.
- Commemorative Family History of Robert J. White donated by Marilyn Shaw.
- “History of Lambton County Officials” and “Canada West’s Last Frontier” donated by Helen Wells.
- “The History of the Saunders Family Cemetery” donated by Saunders Family Cemetery Board.
- Secretaries Minute Books 1910 – present donated by Aberarder Women’s Institute.
- “Some Augusta Twp. Cemeteries, Grenville Co.”; “Rev. Robert Blakey’s Baptisms 1821-1841, Banns 1825 - 1854, & Marriages 1821 – 1827 Parish of Augusta” donated by Dale R. Jackson.
- SCITS Yearbooks 1935, 1936; “Mackenzie Family History” by Wilfred B. Bruce.
- “Genealogical Research Guide to the Surrogate Court Records at the Archives of Ontario”; “A History of Bosanquet Twp. in Lambton County and -Centennial Souvenir of Arkona & Thedford” by George. L. Smith; Index to the 1871 Census of Ontario – Lambton; “A Pioneer History of the County of Lanark” by Jean S. McGill; “Pioneers & Preachers – Forest United Church” by Eleanor Neilson; “The Settlers in Canada”; Marriage Bonds of Ontario 1803 – 1834; “A List of Immigrants to America 1690 – 1811; and various photos of the Robb, Bullock, Oke, Cole, Murray & Bruno Families donated by Evelyn M. Griffith.
- Oddfellows Lodge books and Deed for Lodge property donated by Bruce Fisher.
- 202 OGS Family Files donated by Elizabeth Cole.
- “Indian Artifacts of Lambton County” donated by Sarnia Rock & Fossil Club.
- “Weekly Globe and Canada Farmer” April 22, 1881 donated by Jean Campbell.
- \$34.70 from Elaine Magnan, Minneapolis, Minnesota.
- \$25 from the Forest United Church, Forest, ON.
- \$25 from Colene Munro, Sarnia, ON.
- \$25 from Donna Core, Guelph, ON.
- \$50 from Sharon Bodard, Saanichton, BC.
- \$75 from Rescue Medieums Inc., Toronto ON.
- \$2000 from Lambton County Branch, Ontario Genealogical Society, Sarnia ON.
- \$71.36 from donation box.
- \$85.97 from the sale of used books.

Recommendation

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

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

Gift Shop: *Cut and Paste*, December 20, 2005 to January 31, 2006. An exhibition of paintings by Colin Lyons.

b) Upcoming Exhibitions

Main Gallery: *Ghosts of Things That Are*, February 25 to March 25, 2006. Group show by graduates from the Fine Art Department, Concordia University, Montreal.

Sadie A. Knowles Gallery: Marion Bart: *In the Making*, February 25 to March 25, 2006. Small scale paintings and clay sculpture by Sarnia artist, Marion Bart.

Gift Shop: *Out and About with Ariel*, February 2 to March 18, 2006. Lambton artist Ariel Lyons and her students.

c) Programmes

Art Classes

Four Creative Wigglers sessions (ages 2 - 5) are being offered on Thursdays and Fridays from January - May.

Two classes, "Multi-Media Wonderland" are being offered on Saturdays with instructor David Moore (ages 6 - 8 in the mornings and ages 9 -13 in the afternoons) from January 25 to February 25, 2006.

Two classes, "Shining Art Creations," are being offered on Saturdays with Instructor Beverly Fish, March 18 to April 22, 2006 (ages 6 - 8 in the morning and ages 9 -13 in the afternoon).

Cage Matches

Two landscape paintings from the permanent collection, Ted Godwin's large canvas, *Western Summer* and Lawren Harris's *Spring on the Oxtongue River* 1924 are on exhibit at the Sarnia Public Library. This has become a popular outreach program.

Dinner and a Movie

On Tuesday, February 21, 2006, the German movie, *Bella Martha* will be shown at 8:00 p.m. at the Sarnia Library Theatre following a three course Italian meal at Lola's Lounge at 6:00 p.m. The inaugural 'Dinner and a Movie' that was held in November was sold out.

Tuesday Videos at Noon

The Winter series, *The Birth of Modernism* runs from January 10 - February 14, 2006. Artists include Georges Seurat (January 10), Vassily Kandinsky (January 17), Pierre Bonnard (January 24), Henri Matisse (January 31), Rene Magritte (February 7) and Joan Miro (February 14).

d) Statistics

October and November statistics are attached.



e) Gallery Lambton Advisory Committee

Minutes of a meeting held on Nov. 9, 2005 are attached.



Gallery Lambton Advisory Committee Nov 9 2005.pdf

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

Loans

The Montreal Museum of Fine Arts has borrowed Edwin Holgate's *The Lumberjack* until 2007. This was illustrated on the entire back cover of the exhibition catalogue.

The National Gallery of Canada and The Trust for Museum Exhibitions, Washington, D.C. will borrow A.Y. Jackson's *Fog on Eclipse Sound, 1927*, for a national travelling exhibition throughout Canada and the United States.

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.

Acquisitions

Four works on paper by the late Sarnia artist Agnes Depew (1905-1977) - a donation from Patricia Cooper-Russell of Point Edward.

One work on paper by London artist Tom Benner (born 1950) - a donation from Bernard Portis of Corunna.

53 paintings and works on paper by John B. Boyle (born, London, Ontario 1941) - a donation from Toronto collectors, Jeffrey and Beverly Lipson.

All the above works have been examined and approved by the Gallery Lambton Acquisitions' Committee. The donors of the Depew and Benner works require a charitable tax receipt while an application on behalf of the Boyle donors has been submitted to the Canadian Cultural Property Export Review Board for income tax purposes. The Boyle donation was split among The Art Gallery of Ontario, Museum London, The Agnes Etherington Art Centre in Kingston and Gallery Lambton.

Recommendation

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

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

AGENDA

County of Lambton
Meeting for the Committee "Housing Services - General Manager's Report"
on
Wednesday January 18, 2006 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)

1. Continual/Persistent Late Rent Payment, Index 2.11

Motion #13 of the Corporate and Community Services Committee meeting of November 16, 2005:
"That the report be accepted in principle, and that staff further refine it and bring it back to Committee for its further consideration."

The Continual/Persistent Late Rent Payment policy has been revised to ensure that tenants who pay their rent late for three (3) consecutive months or three (3) months in a six month period receive a letter warning them that their RGI assistance is in jeopardy. Tenants will receive the warning letter every month their rent is late until they reach a point where they have been late six (6) times in a twelve month period. Once they have been late for six (6) months in a twelve month period, they will be issued a Notice of Early Tenancy Termination. The revised policy is attached.



Housing Policy 2-11 Continual Persistent Late Rent Payment....pdf

Recommendation

That Policy and Procedure Continual/Persistent Late Rent Payment, Index No. 2.11 be approved as presented.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of November & December 2005:	\$ 985,889.38
Totals for the months of November & December 2004:	\$ 758,061.20

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 November & December 2005: \$ 662,281.00
 Revenues received during the months of November & December 2004: \$ 638,438.00

- 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 November and December are contained in the file attached.



Housing Stats Nov and Dec 2005.pdf

b) Re-Distribution of Federal Funds for Public Housing Capital Work

The Ministry of Municipal Affairs and Housing made a commitment in 2001 to review the funding distribution model used to allocate the annual Federal funding of \$100 million of public housing capital for the period of 2001 to 2005. Currently funds are distributed based on the 2001 to 2005 former Housing Authority 5 year capital plan which was reviewed and approved by KPMG, an independent consulting firm. The Ministry has provided four (4) models for redistribution of the capital funding for Service Managers. Three of the four models would have positive financial impact on Lambton County as well as the rest of Southwestern Ontario. Service Managers in Southwestern Ontario have recommended a model based on per unit distribution. This would however have a negative impact on other municipalities such as York Region and Toronto. This issue will be elevated to the Treasurer and CAO level. The January 1, 2006 payment will remain the same as 2001 to 2005. Any required adjustments will be made at a later date.

c) Housing Allowance Program

The Housing Allowance Program is a five year program intended to provide affordable housing for low-income households that are on, or eligible to be on, the social housing waiting list for rent geared to income (RGI) assistance. Households in receipt of social assistance (Ontario Works or ODSP) are eligible to participate in the Housing Allowance Program.

Key parameters of the program include:

- Housing allowances are tied to a unit (not portable).

- Units must be vacant (recipient must be moving into an empty unit).

- Households supported by the housing allowance must be on, or eligible to be on, a social housing waiting list.

The Housing Allowance Program will be 100% funded to a maximum of \$456,000 for 40 units over a five year period including 4 units for Victims of Domestic Violence. The County will receive Administrative Fees of \$37,440 for the five year period.

MMAH has hosted a training session on the AHP Program in London that provided the basic rules around the program. Staff will meet with two Housing Groups who share best practices and ideas in February and develop a take-up plan for Committee's review in February. We must submit a plan to the Ministry by March 15th in order to receive the funding.

d) Termination of Financial Reconciliation Services

Prior to the transfer of Social Housing from the Province, the Ministry (MMAH) committed to reconciling the Annual Information Returns of seven provincial non-profit housing providers until such time as the new funding formula was applied, which is anticipated to be in 2006. The MMAH advises their annual cost to complete these reconciliations is approximately \$11,000. MMAH has now indicated that municipal staff will be required to complete the Financial Reconciliations for the current year. County of Lambton staff will be required to obtain training for the completion of Financial Reconciliations. A number of Housing Service Managers have lobbied MMAH to reconsider this decision but MMAH has remained firm in their decision and have committed to provide assistance through education and training.

e) Co-operative Housing Federation of Canada

The Co-operative Housing Federation of Canada has provided their new brochure, *Co-op Housing in our community: A success story to build on* for Committee members and would like the opportunity to do a short presentation to the Corporate and Community Services Committee sometime in early 2006.

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) 2-17-06 Letter from the City of Kingston dated December 8, 2005 regarding future utility rate increases. The City is requesting endorsement of their request that the provincial government implement measures such as, but not limited to, a program to subsidize utilities for persons on low or fixed incomes, in order to lessen the impact of increased utility rates.



HSG 2-17-06.pdf

Recommendation

That the County endorse the City of Kingston's recommendation.

2. Non-Profit Escrow Accounts

On November 15, 2005 the Housing Services Department received a cheque in the amount of \$2,132.70 from the Ministry of Municipal Affairs and Housing for reimbursement of interest allocated on an Escrow Account for Watford Non-Profit. The Escrow fund was applied against the mortgage on the last renewal. There are no known Escrow accounts related to any other non-profits in the County of Lambton.

Recommendation

As these funds are a result of surplus funds paid to a non-profit it is recommended that \$2,132.70 be placed in the reserve account for future unexpected expenditures or social housing development.

3. Green Streets Grant Application

The Housing Services Department is applying for a grant through the Green Streets Canada program. The total value of the project is \$40,000. The County must contribute 50% of the cost. 25% may be through in-kind contribution. If successful, the Housing Services Department will contribute \$10,000 towards the purchase of trees and shrubs for four housing locations, labour valued at \$10,000 will be provided through the Ontario Works Community Placement program and \$20,000 in grant funds will provide additional trees and shrubs and equipment. The application is due on January 20, 2006 and will require Council approval to follow.

Recommendation

That the application by the Housing Services Department to the Green Streets Canada Program be approved.

4. Provincial Regulations

The issue of outdated provincial regulations which has result in additional cost to the local municipalities was raised by Councillor Diane Deans at the AMO Conference in August 2005. The Province (MMAH) sets regulations for social housing including the rent scale for clients who are on OW/ODSP and live in social housing. Ontario Works and Ontario Disability Support Program costs are funded 80% by the Province (MCSS) and 20% by the Municipality. MCSS sets a shelter allowance for clients via regulations. Prior to the transfer of Social Housing to the municipalities, MCSS set the rent scales low in order to take advantage of cost based Federal funding. At the time of the transfer, the Province passed on these low rent scales to the municipalities and municipalities absorbed the additional cost, an estimated \$175 million in 2005.

Since the Province sets regulations for both MCSS and MMAH, it is their responsibility to change the regulations to correct this inequity and financial overburden on municipalities. Rent scales to OW/ODSP need to be increased to the maximum shelter amount. In Lambton County this would result in an annual increase in rent revenue of approximately \$1,057,500 and an increase in expenses of \$211,500 for the Municipal share of OW/ODSP shelter allowance.

Recommendation

That correspondence be sent to the Ministry of Community and Social Services and the Ministry of Municipal Affairs and Housing requesting that the province change the regulations to increase the Social Assistance rent-gear-to-income rent scales to the maximum shelter amount and further,

That a copy of this recommendation be sent to the Association of Municipalities of Ontario since it affects all municipalities throughout Ontario.

AGENDA

County of Lambton
Meeting for the Committee "Senior Services - General Manager's Report"
on
Wednesday January 18, 2006 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)

1. None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the months of November & December 2005: \$ 2,144,629.03
Totals for the months of November & December 2004: \$ 2,410,313.53
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 November & December 2005: \$ 1,388,789.00
Revenues received during the months of November & December 2004: \$ 2,211,927.00

- | | |
|---|----|
| 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) Occupancy Reports for November and December are attached.



Seniors Occupancy Reports Nov Dec 2005.pdf

b) Compliance Reviews

Lambton Meadowview Villa had a follow up visit to the June '05 compliance review on December 6 & 7, 2005, and all standards have been met.

North Lambton Rest Home had a follow up visit to the August '05 annual compliance review on November 30 and December 1, 2005 and all standards have been met.

c) Adult Day Programs Treasured Memories Auction

The auction, held November 12, 2005, was a huge success and a total of \$10,998.00 was raised which will help offset transportation costs for the day programs.

d) 2005 Levels of Care Classification Results

The 2005 classification process has resulted in a decrease in the CMI at MGM and an increase at North Lambton and LMV as follows:

	<u>2005</u>	<u>2006</u>
MGM	103.41	101.41
North Lambton	86.72	94.87
LMV	96.45	99.91

The CMI is a measurement of a Home's Nursing and Personal Care funding needs based on the level of care requirements of its residents in relation to all other Long-Term Care Facilities. Residents are classified in to categories based on their care needs. The results of this classification for each facility are consolidated into a Case Mix Measure (CMM). The CMM for an individual home divided by the provincial average CMM results in the home's CMI.

The CMI impacts the amount of Nursing and Personal Care funding received from the Ministry. Homes with a CMI of 100 receive the base level of funding, those with a CMI above or below 100 receive either more or less funding than the base. Thus the higher the CMI, the higher the level of care the residents require and the higher the level of funding.

The classification is completed in the fall, with the new CMI numbers used to calculate funding as of April 1 the next year. The CMI is not, therefore, a true match to the residents' care needs since the funding is adjusted six months after the classification review.

The changes in the CMI for 2006 will result in and estimated \$180,000 in additional net revenue amongst the three homes.

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.

2. Donations

Marshall Gowland Manor - \$110.00

Recommendation

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

3. Adult Day Programs Advisory Committee

The Chairperson for the Advisory Committee is appointed by the Corporate and Community Services Committee on an annual basis.

Recommendation

That a Chairperson for the Adult Day Programs Advisory Committee be appointed.

IN CAMERA

Please refer to the In-Camera agenda of the Corporate and Community Serves Committee dated January 18, 2006.

Huron staff was informed that Lambton County had endorsed the Western Wardens' recommendation with regard to cross border billing calculations and therefore this method of calculation would be agreeable to us. Huron's representatives were not willing to commit to using this agreement. Huron has requested that Lambton verify each call done in Huron County through the ACR's and provide them with the documentation. This is a significant amount of work for us and instead we suggested the Ministry data be used for verification and if they still had concerns, we could discount some of the calls. The meeting was adjourned with the understanding Huron staff would take back our proposal for discussion with their Council.

b) Provincial Auditor's Report on Land Ambulance

A communication Alert from the Association of Municipalities of Ontario (AMO) was sent out on December 7, 2005 regarding the release of a report by the Provincial Auditor on Land Ambulance. The Auditor's report indicates that ambulance response times have increased significantly between 2000 and 2004, with 64% of municipalities not meeting the 1996 90th percentile; that patient transfers have not always been handled in the most appropriate manner; and, that land ambulance costs have increased by 94% between 2000 and 2004. Lambton response times are currently below the 1996 90th percentile, the majority of patient transfers are not handled by EMS and our costs have increased over 95% since 2000. A full copy of the report is attached.



EMS Land Ambulance Services Report.pdf

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) 2-10-06 Letter dated November 22, 2005 from the Acting Director, Marcelle Crouse, of the Ministry of Labour, Equipment and Labour Policy Branch acknowledging our correspondence to the Ministry regarding Section 20 (eating periods) of the Employment Standards Act, 2000. The Acting Director has noted our concerns and our views will be taken into consideration upon discussion with interested parties.



EMS 2-10-06.pdf

Recommendation

That correspondence 2-10-06 be received and filed.

AGENDA

County of Lambton
Meeting for the Committee "Information Technology - General Manager's Report"
on
Wednesday January 18, 2006 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. None.

PART B - Monthly Activities

1. Accounts and Verification

Total for the months of November and December 2005	\$155,713.68
Total for the months of November and December 2004	\$327,273.67

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 months of November and December 2005	\$490.00
Revenue received during the months of November and December 2004	\$11,579.00

- | | |
|---|----|
| 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

Vubis Smart was launched to the public on Thursday, December 1, 2005 and was a great success. Residents of Lambton County will now be able to search the library's resources online, reserve library books, place holds and check the status of their account 24 hours a day, seven days a week, from the comfort of their own home.

April James, Manager, Libraries, Museums and Cultural Services Department, and Robert Wilks, Information Technology Corporate Manager, appeared on "Live with Lee" on CHOK 1070 AM on Tuesday, December 6, 2005 to promote the Library's new Vubis Smart technology.

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. None.

AGENDA

County of Lambton
Meeting for the Committee "Human Resources - General Manager's Report"
on
Wednesday January 18, 2006 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. No matters to report at this time.

PART B - Monthly Activities -

1. Accounts and Verification

Total for the month of November/December 2005	\$70,636.09
Total for the month of November/December 2004	N/A

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 November/December 2005	\$6,525/\$35,872
Revenue received during the month of November/December 2004	N/A

- | | |
|---|----|
| 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) Labour Relations

Negotiations with the Ontario Nurses Association (ONA) representing Registered Nurses at Marshall Gowland Manor (MGM) and a separate collective agreement with ONA representing Registered Nurses at Lambton Meadowview Villa (LMV) and North Lambton Rest Home (NLRH) have reached an impasse. Both agreements are proceeding to conciliation in January with monetary items and wages being the outstanding issue.

Further information will be provided after conciliation.

The County has also received notice to bargain with CUPE 2557. This union group represents all workers at LMV and NLRH excluding Registered Nurses. Negotiation dates have been scheduled in February and March.

Please see attached correspondence received from the City of Cornwall re: Arbitration Awards.



Resolution_Cornwall Nov 22.pdf

b) Legislative Updates

i) Bill 206

As council is aware, Bill 206-an Act to revise the Ontario Municipal Retirement System has been receiving a lot of attention from AMO as well as other interested groups. Please see attached letter from Mr. John Gerretsen, Minister of Municipal Affairs and Housing on this subject. See also attached item 2-25-06.



HR 2-26-06.pdf



HR 2-25-06.pdf

ii) Mandatory Retirement

On Thursday December 8, 2005 the Ontario Legislature enacted Bill 211 (Third Reading) to abolish mandatory retirement at 65.

This has essentially amended the Human Rights Code whose provisions on age discrimination had pertained only to the years 18 - 64. The bill was given Royal Assent on December 12, 2005 and thus mandatory retirement will be abolished one year from that date (December 12, 2006). This adjustment period was given in order to allow employers a full year to make necessary provisions for those who choose to continue working past 65.

Over the next several months Human Resources will be undertaking further analysis of the impact of this decision. We will need to address benefits concerns, workers compensation payments and other affected employer and employee paid benefits.

c) Occupational Health and Safety

i) NEER Update

Since my last report to council the County of Lambton has received our NEER statements for 2005. The annual NEER statement is a summary of surcharges and/or rebates associated with each rate group for the year ending September 30 2005. Rebates and/or surcharges are a rolling three year calculation. These rebates/surcharges cover the period of 2002, 2003, and 2004.

Rate Group	Amount	Surcharge/Rebate
905-Social Housing	\$727.95	Rebate
590-Land Ambulance	\$69,357.95	Rebate
845-Municipal Operations	\$18,277.69	Rebate
817-Libraries & Museums	<u>\$184.14</u>	Rebate
Rebate:	\$88,547.73	
851-Homes for the Aged	\$56,110.38	Surcharge
861-Health Care Unit & Day Care	\$1,018.09	Surcharge
Surcharge:	\$57,128.47	
Rebate:	\$88,547.73	
Surcharge:	\$57,128.47	
Total Rebate:	\$31,419.26	

On review of our experience for the years 2003, 2004 and 2005 the County currently will be in a surcharge position for 2006. The NEER program has undergone changes for 2006 which will result in higher surcharges and lower rebates for most Ontario employers.

In 2006 the Occupational Health and Safety Coordinator will continue to focus on Rate Group 851 (Homes for the Aged) in an effort to reduce any further rate surcharges.

ii) Workers Safety and Insurance Board

Beginning January 1, 2006 the Workers Safety and Insurance Board (WSIB) in Ontario has changed the method in which an employer is to report an accident/injury. The Form 7 (Employers Report of Injury/Disease) has changed and requires the OH&S Coordinator to conduct training on completion of the report and the effect it has on our reporting mechanism.

d) Training and Development

In November and December, twenty-three (23) workshops were conducted on the following subjects:

Creative problem Solving Methodology

Computer Software Shortcuts - Computer training sessions were held on PowerPoint and Word
Freedom of Information and Privacy – this workshop focused on frontline reception staff and their responsibility

Pre-retirement planning held in conjunction with CKLAG

Project Planning skills

Conflict Resolution in the Workplace

Human Resources staff conducted several sessions on the use and access to the INFO:HR data base. This will enable supervisors to access Human Resources information on employees reporting to them in a more efficient manner.

Training sessions organized by the County have been accessed by seventy-four (74) lower tier municipal employees in November and December. Particularly successful were the Pre-retirement session and the Conducting Accident Investigations sessions that were organized in conjunction with CKLAG partners.

4. 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. Nothing to report at this time.

AGENDA

County of Lambton
Meeting for the Committee "Finance - General Manager's Report"
on
Wednesday January 18, 2006 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. OMPF Reconciliation

Following payment of the 4th quarter installment of its 2005 Ontario Municipal Partnership Fund (OMPF) allocation, the Ministry of Finance, using data supplied by the Ministries of Community and Social Services and Children and Youth Services, performed a reconciliation of social program costs to determine if any adjustment to the level of support being provided was required. As the attached reports indicate, this reconciliation suggests that total social program costs incurred by the County did not exceed those projected. Accordingly the County will not be receiving any new or additional funding at this time.



OMPF Reconciliation.pdf

2. Federal Gas Tax

The Agreement and the By-law passed by Council in November has been forwarded to AMO. The next step will be creation of "Schedule C" to that agreement, the Annual Expenditure Report. This document, which sets the "floor" over which any application of this funding must result in an additional investment into infrastructure, must be completed and submitted once Council identifies which projects this funding will be applied against and before any spending occurs. Staff will create this document for submission as soon as the Corporation's 2005 Budget has been approved.

It should also be noted that because using this new source of funding must result in increased capital project spending, Council's ability to adjust the County's level of taxation by eliminating or reducing the number of capital infrastructure projects or the amount it spends on them in its 2005 and subsequent budgets may be restricted.

3. Property Assessment for 2006 Taxation Year

MPAC delivered the Assessment Rolls as returned for the 2006 taxation year during December, 2005. Staff have completed their preliminary analysis and have determined weighted assessment has increased an average of 9.43%.

Staff have also asked MTE to again prepare a "Tax Policy Study" which will provide further, in depth analysis of the County's tax base and the implications of using the various tax policy tools available. This report will be received and circulated in March prior to Mr. Innes' meeting with area municipal mayors and treasurers to discuss what recommendations to make to Council regarding the County's 2006 tax policies.

PART B - Monthly Activities -

1. Accounts and Verification

Finance

Total for the months of November & December 2005:	\$5,608,734.74
Total for the months of November & December 2004:	\$4,974,021.82

POA

Total for the period November – December 2005:	\$64,263.70
Total for the period November – December 2004:	\$13,801.94

A listing of the accounts for the current month 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

Finance

Revenues received in the months of November & December 2005:	\$19,644.00
Revenues received in the months of November & December 2004:	\$52,177.00

POA

Revenues received in the months of November & December 2005:	\$232,838.00
Revenues received in the months of November & December 2004:	\$160,727.00

- 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) Provincial Offences Administration (P.O.A.)

i) Monthly Statistical Report

Attached is the Statistical Report to the end of December 2005. This shows that for 2005, the number of charges issued is up 2,788 and value of fines assessed up \$482,124 over 2004.



PQA Stats 01-18-06.xls

ii) Significant Fine Payments

A fine of \$6,255.00 (\$5,000.00 plus \$1,255.00 victim fine surcharge) was imposed following a guilty plea to one count under the Environment Protection Act.

iii) Trial Scheduling Back Log

The Regional Justice of the Peace assigned 4 extra "blitz" court sitting dates during December to help staff reduce a back log in trial requests. This, and the absence of court sittings during December 21- January 2, 2006, has allowed staff to schedule all outstanding requests and eliminate any current back log in the Lambton POA Court.

iv) Collection R.F.P.

This competition has closed with a total of 7 submissions being received. Staff, including the Purchasing Coordinator, are currently reviewing the submissions and will present their report and recommendation in next month's Report to Committee.

b) Financei) MMAH Financial Indicator Review for 2005

Attached is the second annual Financial Indicator Report as prepared by MMAH. This report indicates that while the County enjoys a "low" rating in the majority of the measured criteria, it nonetheless is rated "high" in those that deal with its reserves & reserve funds. As a result the County's overall rating is reduced to "moderate".



MMAH Financial Indicator Review.pdf

ii) Standard and Poors Bond Rating Report

Attached is a copy of the County's updated Rating Report as published by Standard and Poors on January 3, 2006. This report indicates that the County has maintained its "A+/Stable" rating.



Bond Rating Report.pdf

iii) MPAC 2006 Funding Requirements

Attached is a letter from MPAC indicating that it has estimated that the County's charge for 2006 will be \$1,626,174, an \$8,397 or 0.5% increase over 2005.



MPAC Funding Requirements.pdf

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) 2-01-06 Copy of a Member's Advisory issued by the Federation of Canadian Municipalities regarding its role in getting Bill C-66 passed prior to the calling of the current election.



FIN 2-1-06.pdf

Recommendation

That correspondence item (a) be received and filed.

- b) 2-11-06 Copy of a Resolution adopted by the City of Sarnia regarding the taxation of amounts paid to individuals as severance for their services as employees and the potential for sharing of GST and PST revenues with municipalities.
- c) 2-16-06 Copy of a Resolution adopted by the City of Sarnia requesting the Province to freeze property assessments pending publication of the Ombudsman's report and recommendations regarding the way in which MPAC sets such values.
- d) 2-30-06 Copy of a Resolution adopted by the Town of Halton Hills supporting the efforts of the Province's Ombudsman to report on and make recommendations regarding the way in which MPAC sets property assessment values.
- e) 2-31-06 Copy of a Resolution adopted by the Township of South Algonquin requesting the Province to freeze property assessments in light of the pending Ombudsman's report and recommendations regarding the way in which MPAC sets such values and requesting the Province to develop a more "equitable, stable and transparent" assessment system.
- f) 2-32-06 Copy of a Resolution adopted by the City of Port Colborne requesting the Province to provide taxation "relief and remedy" to working families and seniors as well as ending its downloading of the cost of Provincial programs on to municipal property taxes.



FIN 2-11-06.pdf



FIN 2-16-06.pdf



FIN 2-30-06.pdf



FIN 2-31-06.pdf



FIN 2-32-06.pdf

Recommendation

That the correspondence items (b) – (f) be endorsed and supported.

2. 2005 Year-end Schedule of Reserves, Reserve Funds & Trust Funds

Attached is a schedule detailing activity in Reserves, Reserve Funds & Trust Funds year to date and expected transactions to December 31, 2005.



Reserves Reserve Funds and Trust Funds.pdf

Recommendation

That the Report and its recommendations be accepted as presented.