

AGENDA

County of Lambton
Meeting for the Committee "Libraries - General Manager's Report"
on
Wednesday February 15, 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 month of January 2006:	\$ 97,388.75
Totals for the month of January 2005:	\$108,053.38

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 month January 2006:	\$ 21.00
Revenues received during the month January 2005:	\$ 0.00

- | | |
|---|----|
| 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) VUBIS Update

The VUBIS Project team is continuing to work with GEAC, the public and staff to solve both outstanding and emerging issues. As a beta site for VUBIS, our system is a work in progress. Library staff, both technical and customer service, along with the County's IT department are working continuously to resolve system issues. The email notification system has been tested and is functioning, allowing patrons to generate a pincode from their home desktop.

b) Ontario Trillium Foundation Grant

The Library's twelve Teen Advisory Groups met in January to begin formulating recommendations on teen spaces, materials, and programs in the branches. The TAGs plan to meet once a month to discuss the services that they would like to see available. In the month of February the teens will be asked for input on content, popular websites and ideas for the Virtual Youth Community Centre, a website partnership headed by Sarnia-Lambton Rebound.

c) Special Programmes

Special literary events are being celebrated during the month of February. "Preserving Our Cultures Story by Story ... Building Our Communities Book by Book" is the theme of Ontario's First Nations Public Library Week, February 13-18th. Freedom to Read Week, celebrated February 26th to March 4th, is an annual event encouraging Canadians to reflect upon and reaffirm their commitment to this intellectual freedom, guaranteed to them under the Charter of Rights and Freedoms. Our customers can check out www.freedomtoread.ca for a list of challenged books and more information.

d) Calendars

Adult and Children's programs for February are attached.



LIB Adult Programs Feb 2006.pdf



LIB Childrens programs Feb 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

None at this time.

2. Donations

\$500 from Healthy Living Lambton for purchase of health related material
\$100 from Fritz and Donna Lynn Lindeyer for children's programs in Florence
\$250 from Bluewater Power Distribution in appreciation for use of the Watford Library
\$25 from Gladys Ellsmore, Point Edward for the purchase of adult books in Point Edward library
\$20 from Elisabeth Klaasen, Sarnia for use in the Sarnia library
\$75 from Jamie Riess, Sarnia for use in the Sarnia library
\$400 from Kathleen Bush for material in the Sarnia library
\$22.78 from Rob Fair, Bay City, Mich. for reference material
\$20 from Esmee Gander, Sarnia for adult books in the Sarnia library
\$25 from George Radul, Sarnia
\$77.85 from Carol Clark, Wyoming for use in the Wyoming library
\$71.50 from Ontario Tops Club, Wyoming for use in the Wyoming library
\$46 from the Alvinston donation box
\$26.55 from the Brigden donation box
\$27.80 from the Bright's Grove donation box
\$4.95 from Corunna donation box
\$5 from the Florence donation box
\$24 from the Grand Bend donation box
\$18.96 from the Inwood donation box
\$25.55 from the Mallroad donation box
\$14.80 from the Mooretown donation box
\$31 from the Point Edward donation box
\$10 from the Port Lambton donation box
\$15 from the Sombra donation box
\$53 from the Thedford donation box
\$31.86 from the Watford donation box
\$1142.13 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 February 15, 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 Canada Grant

The Cultural Capitals of Canada (CCC) grant is a competitive grant offered to Canadian communities who want to celebrate their heritage and leave a legacy from that celebration. The CCC grant application has a deadline date of March 15, 2006 for a 2008 grant. In 2008, the 150th anniversary of the first commercial oil well in North America will be celebrated in Lambton County. This is a unique event that no other community in Canada can claim. The County has taken the lead in applying for this grant with the assistance of the County's Revenue Development Officer, Charles Fisher, and a steering committee has been formed, lead by Gord Perry, and comprised of Jim Burns, Carolyn Jamieson, Joe Murray, Mike Lawley, Charles Fisher, Robert Tremain, April James and still to be named members from the community.

To date, committee members have met informally with prospective players from the community, in fact finding and information gathering sessions. If the grant is approved, the County, as the lead applicant, will take on the responsibilities of administering the grant on behalf of all the participants. The six projects attached are being considered by the County's Libraries, Museums and Cultural Services department for grant funding.



Cultural Capitals of Canada Grant Projects A - F.pdf

PART B - Monthly Activities

1. Accounts and Verification

Totals for the month of January 2006:	\$ 26,310.46
Totals for the month of January 2005:	\$ 24,326.02

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 month January 2006:	\$ 23.00
Revenues received during the month January 2005:	\$ 2,037.00

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

2006 Special Theme Construction

Preparation is underway to mount a medieval exhibit as our special exhibit and program offering for schools and families in 2006. This exhibit will be constructed in knock-down modules for repeat offerings in future years. There is considerable interest from educators in bookings for the Grade 4 level and we anticipate as many as 80 tours throughout the year.

Other 2006 events being planned and co-coordinated in the off-season include:

- the Lake Smith Dinner;
- Paint Ontario Art Competition opening March 10;
- Return of the Swans Festival March 11 - April 2;
- Medieval Life Exhibit opening May 7;
- Heritage Quilt Show & Sale June 22 – 25;
- Dutch Heritage Fest in August;
- Fall Colour Craft Festival;
- the annual Halloween Haunted Tours.

Career Focus Application Update

We have had a positive response to the Libraries, Museums and Gallery department-wide collaborative application that was submitted by invitation to this new federal HRSDC program. They have responded with \$45,000. funding to hire six individuals to undertake digital scanning, image copying and posting of files to the internet. Charles Fisher, the County Revenue Development Officer, was of particular assistance in obtaining this funding.

Lambton Visual History Project

The DVD video is in studio for editing, and insertion of suitable heritage maps, documents and pictures. Final search for rare treaties and portraits is being completed now. The Teacher's Guide committee is also meeting now that the text is set, to prepare the guide to draw links to the elementary curriculum.

The Victoria Hall has been booked for the formal unveiling to the public on Saturday, May 6, 7 - 9 PM. There are plans for a prior media advisory briefing on Wednesday, May 3, at Stones 'n Bones Museum, on behalf of Heritage Sarnia-Lambton Museums, The Ontario Trillium Foundation, and all other 20 collaborating partners.

Repairs and Maintenance

A complaint was received from a local resident regarding the condition of the roof of the museum, the state of the rail fence and problems with the exterior lighting. The replacement of the museum's roof has been a three year capital project, with 2006 being the third year. The exterior lighting requires an electrician to replace a blown ballast and this had been arranged prior to the complaint being received. The cedar rail fence was designed to be rustic in nature and since the rails have now been on site for over 20 years, they have begun to disintegrate. New steel posts were purchased in 2005 and the replacements will be made once the frost is out of the ground.

b) Oil Museum of Canada

A meeting was hosted by the museum with the Oil Springs Heritage Committee to discuss advance plans for the 2008 Celebrate activities. These will partner with the County-wide application to Culture Capitals Canada.

Organization of the archival and artifacts storage areas is being undertaken in the quiet season in advance of the Career Focus grant team being in that area and working at digitization. The material has to be better organized and boxed, and selected removal from the collection, in order to fit the team into the workspace.

c) Lambton Room

The latest editions of Vital Statistics have been received from the Archives of Ontario. The Lambton Room now has birth records up to and including 1908, marriage records to 1923 and death records up to and including 1933.

Staff is currently working on reorganizing the storage vault to create more space to accommodate new acquisitions. On site storage space is nearing its capacity.

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

2 Androck Works staff photos, 1939, 1950 donated by F. Lucas, Watford.
HAMONIC history book, by Capt. H Beaton and HAMONIC Fire scrapbook after 1945 fire donated by C. Beaton, Southampton.

Items for Refusal

Meat slicer (duplicate) from A. Donkers, Watford.

Items in trade or through purchase

Moore Twp. Cider making historical postcard.
King Milling Co. Sarnia trade brochure, in colour.

b) Oil Museum of Canada

Items Recommended for Acceptance:

Large display case, suited for main gallery use donated by Robert & Claudia Cochrane, London, ON.
Book 'Lord Strathcona's Horse Royal Canadians' (Oil Springs men noted in book index);
Alexandra Lodge ledger book, Oil Springs (1867-1873); and Alexandra Lodge letter, Oil Springs 1892 donated by Phil Morningstar, Oil Springs.

c) Lambton Room

23 Forest District and North Lambton High School Yearbooks donated by Forest Library.
Financial records, annual reports, and membership lists for all local IODE chapters donated by the IODE Municipal Chapter of Sarnia Lambton.
2 documents relating to the building of the Sarnia Library circa 1960, including one by C. K. Pokorny.
An attendance and cash ledger book for the Sarnia Board of Education evening classes 1927-32 donated by the UWO Archives.
9 scrapbooks documenting Lambton events and 6 photo albums documenting Library Activities, donated by the Courtright Library.
202 family research files donated by the Lambton Branch of the Ontario Genealogical Society.
\$70 from Lambton Room donation box
\$23.26 from used book sale

Recommendation

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

AGENDA

County of Lambton
Meeting for the Committee "Gallery Lambton - General Manager's Report"
on
Wednesday February 15, 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 month of January 2006:	\$ 22,446.95
Totals for the month of January 2005:	\$ 19,894.59

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 month January 2006:	\$ 0.00
Revenues received during the month January 2005:	\$ 0.00

- | | |
|---|----|
| 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) Bus Trips

A bus trip to the Royal Ontario Museum, Toronto, is being planned for Saturday, April 22, 2006, to see ten new galleries that have recently opened to the public. In addition to the permanent displays, the tour will include two temporary exhibitions, *Déco Lalique and Korea around 1900: The Paintings of Gisan*.

b) Current Exhibitions

Rose-Mary Sloat: The Idea of Evolution, an exhibition of realist paintings in the Main Gallery by London artist, runs from January 14 to February 18, 2006; and *At Large*, an installation piece by London conceptual artist Judy Bryant, runs for the same time period in the Sadie A. Knowles Gallery.

c) Upcoming Exhibitions

Ghosts of Things That Are: Five Young Artists from Montréal, an exhibition of 30 paintings, runs in the Main Gallery from February 25 to March 25, 2006; and Sarnia artist, Marion Bart, an exhibition of paintings and small three-dimensional works for the same time period in the Sadie A. Knowles Gallery.

d) Programmes

i) Winter art classes for children: two sessions of Creative Wigglers (ages 2-5years) are underway. The next two sessions begin in March. David Moore's art classes, *Multi-Media Wonderland* is in two parts, for ages 6-8 and for ages 9-13, running from January 28 to February 25th. Beverly Fish's two art classes, *Shining Art Creations*, which runs from March 18 to April 22nd is just beginning its registration.

ii) *Dinner and a Movie* on Tuesday February 21, 2006 includes a three course Italian dinner at Lola's Lounge, Christina Street, followed by the movie, *Mostly Martha*.

iii) *Videos at Noon* represent a two part series of art movies on various French artists. The Winter series runs from January 11 to February 15, 2006. About 24 people have been regularly seeing these videos that have been shown in Training Room 3 at Shared Services.

e) Loans

The Varley Art Gallery, Unionville has borrowed A.J. Casson's *Crescendo* from Gallery Lambton for their exhibition: *A.J. Casson: Behind the Scenes*. This show runs from April 2 to May 14, 2006. Following this venue, the exhibition will travel to three other public art galleries in Ontario: MacLaren Art Centre, Barrie, December 7, 2006 to February 17, 2007; The Art Gallery of Peel, Brampton from March 7 to April 15, 2007; and The Robert McLaughlin Gallery, Oshawa, May 10 to July 1, 2007.

f) VUBIS update

Work continues on the VUBIS Smart database. Current permanent collection records have been updated and will soon be transferred to VUBIS. Photographs continue to be taken of all works that are in the Public Domain with no copyright restrictions. Many letters have been sent out to living artists and artists' estates requesting permission to reproduce images on the internet database. Many positive responses have so far been received. Approximately 400 slides have been scanned into a digital format. As GEAC works on the final details, we expect to have a searchable database this month.

g) Gallery Lambton Advisory Committee

Minutes of a meeting held on December 14, 2005 are attached.



GLAC minutes Dec 14 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.

AGENDA

County of Lambton
Meeting for the Committee "Housing Services - General Manager's Report"
on
Wednesday February 15, 2006 01:00 PM
Committee Room #1
Chair: Cindy Thayer

Orders of the Day:

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

Delegations

Representatives from the Tenants' Association 436 Greenfield Street, Petrolia regarding the installation of a lift in their building.

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

1. None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the month of January 2006:	\$420,552.75
Totals for the month of January 2005:	\$602,257.08

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 month January 2006:	\$ 0.00
Revenues received during the month January 2005:	\$ 0.00

- | | |
|---|----|
| 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) Residential Rehabilitation Assistance Program (RRAP)

Canada Mortgage and Housing Corporation (CMHC) has expanded its renovation program, which provides financial assistance in the form of a forgivable loan, to include the creation of secondary and garden suites for low-income seniors or adults with a disability. Loans can be granted for up to \$24,000 for southern areas of Ontario. CMHC is seeking support to ensure eligible residents benefit from this funding. Fact sheets are available at the Committee meeting.

b) Housing Allowance Program

No decisions have been made on how these funds will be used, as the Ministry is considering changes to the program guidelines.

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) 3-3-06 Letter dated January 19, 2006 from John Gerretsen, Minister of Municipal Affairs and Housing advising of the Home Ownership unit and funding allocations under the new Canada-Ontario Affordable Housing Program. The Home Ownership program is intended to ease the demand for rental housing by assisting rental households to purchase affordable homes. Lambton has been allocated 37 units and \$288,000 in funding for this program. No further details or guidelines are available at this time. The County of Lambton must confirm an interest in participating in the Home Ownership program prior to March 31, 2006.



HSG 3-3-06.pdf

Recommendation

That the County of Lambton provide an expression of interest in participating in the Home Ownership Program.

- b) 3-9-06 Letter dated November 25, 2005 from the Office of the Regional Clerk, Niagara Region, requesting our support in calling on the Government of Ontario to remove the obligation of funding many social programs through the municipal property tax base.



HS 3-9-06.pdf

Recommendation

That the Regional Municipality of Niagara's resolution be supported.

AGENDA

County of Lambton
Meeting for the Committee "Senior Services - General Manager's Report"
on
Wednesday February 15, 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 month of January 2006:	\$ 1,297,135.39
Totals for the month of January 2005:	\$ 1,189,811.41

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 month January 2006:	\$ 5,924.00
Revenues received during the month January 2005:	\$ 11,894.00

- | | |
|---|----|
| 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) The Ministry of Health and Long-Term Care has announced the following Diagnostic & Equipment funding for the Homes:

Lambton Meadowview Villa	\$ 12,044.00
North Lambton Rest Home	\$ 8,479.00
Marshall Gowland Manor	\$ 12,140.00

Each Home will purchase 5 high-low beds.

- b) Emergency Medical Services and Senior Services have agreed to take students from Lambton College's Paramedic Technician program to work in the three County of Lambton Long-Term Care Facilities. One of the goals of the EMS Program at Lambton College is to enhance communication with seniors. EMS students are placed in a LTC Home during the semester from Jan 20 and April for 8 hours (8 - 4 pm on Fridays) to interact with the residents. This is an observation placement and no "hands on" care. Each student is given a tour of the Home and an overview of LTC and implications of working with the elderly. They spend time in the dining rooms, socializing and learning to interact with seniors so when they are in a situation where they will have to transport them, they will have developed some skills to communicate more effectively.

We have received positive feedback from the students who have been placed here already and they have found the experience to be meaningful.

- c) Building Committee

The Building Committee met on Friday, February 3, 2006. Agenda and minutes are attached.



Seniors Bldg Comm Feb 3 06.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. Donations

Lambton Meadowview Villa	\$ 1,130.00
North Lambton Rest Home	\$ 50.00

The Royal Canadian Legion has approved the following funds to:
North Lambton Rest Home - \$ 5,449.00 to purchase resident transfer aids and a steady mate walker.
Marshall Gowland Manor - \$ 1,292.00 to purchase additional slings for lifts in the Home.

Recommendation

That we gratefully accept these donations 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 February 15, 2006.

AGENDA

County of Lambton
Meeting for the Committee "Emergency Medical Services - General Manager's Report"
on
Wednesday February 15, 2006 01:00 PM
Committee Room #1
Chair: Cindy Thayer

Orders of the Day:

Delegations

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

PART B - Monthly Activities

PART C - Other Matters Requiring a Motion

Delegations

Jim Foubister and representatives from the Sarnia Police Services will be making a presentation to the Committee regarding the use of an old ambulance.

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

1. None at this time.

PART B - Monthly Activities

1. Accounts and Verification

Totals for the month of January 2006:	\$ 36,909.65
Totals for the month of January 2005:	\$ 46,466.52

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 month January 2006:	\$ 0.00
Revenues received during the month January 2005:	\$ 0.00

- | | |
|---|----|
| 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) A representative from the MOH and LTC was here on January 26 to train the QA Manager and Operations Supervisors along with the IT department on the use and installation of the Ontario Mapping software. This mapping program will be used in conjunction with the vehicle laptops and GPS to provide responding paramedic crews with an actual mapping overlay showing the call location, the crew's present location and best directions to the call location.

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) 3-12-06 Letter received January 26, 2006 from the Ministry of Health and Long-Term Care, Acute Services Division regarding the provision for special grants for replacement of medical diagnostic and treatment equipment.



EMS 3-12-06.pdf

- b) 3-13-06 Letter dated January 18, 2006 from the Ministry of Health and Long-Term Care regarding changes within the health care system.



EMS 3-13-06.pdf

Recommendation

That correspondence 3-12-06 and 3-13-06 be received and filed.

AGENDA

County of Lambton
Meeting for the Committee "Information Technology - General Manager's Report"
on
Wednesday February 15, 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 month of January 2006	\$ 93,378.56
Total for the month of January 2005	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 January 2006	\$ 75.00
Revenue received during the month of January 2005	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) Advanced Tracker Scheduling System Update

In the Fall of 2005, Senior Services and IT began planning the implementation of Advanced Tracker, a system that automates and streamlines the collection and scheduling of employee time. From a Homes' perspective there are a number of key issues that this software will address.

The first relates to staff scheduling and its complexity. Scheduling staff for all three Homes is a daunting task and a complex one. Due to the number of staff, different shift schedules for the different Homes, different positions, call in schedules, union agreements, etc. this takes a tremendous amount of time and effort to do. Built into the software are the schedules, positions, employees, and much more information that helps supervisors schedule their staff efficiently in accordance with County policies. The software will allow some of the scheduling to be done automatically.

Currently a manual process, the time capture facilities in the Tracker software allow employee time to be gathered electronically using a swipe card (the same card as used for security at each Home). Time is automatically captured and stored on the system for supervisors to approve prior to payroll. The time transactions are then sent directly to the payroll system for processing eliminating the manual process entirely resulting in a much timelier and accurate pay cycle.

To date, the following has been completed:

- The hardware has been installed at all three Homes (data capture readers);
- Data has been imported from INFO HR (Human Resources);
- Setup has been completed within the system, including shifts, premiums, calculation rules, etc.;
- Schedules have been created for employees at LMV.

The team has devised a phased approach for the Advanced Tracker implementation. LMV Housekeeping/Maintenance/Laundry are the first to go live for the pay period beginning February 25, 2006. MGM/NLRH Housekeeping/Maintenance/Laundry are scheduled to go live a month later. Scheduled at the end of April is Dietary (all locations) and finally Nursing, Day Programs, and Activation (all locations) for the beginning of June.

The project is on schedule for completion by the end of June.

b) Orthophotography Upgrade

Staff continues to work on the orthophotography renewal project with the majority of the pre-contract work being completed. Each local municipality wanting additional orthophotography has been asked to confirm their participation in the project and staff are in process of following up with each one.

The Ministry of Natural Resources has been working on the contract wording for the group and it is expected it will be completed by the end of January.

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 February 15, 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 January 2006	\$4,461.73
Total for the month of January 2005	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 January 2006	\$150,200
Revenue received during the month of January 2005	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

In January, the County met with the Ontario Nurses Association (ONA) Local 19 at Conciliation for renewal of collective agreements for the Long Term Care Homes. We were unsuccessful in resolving the impasse and will be applying for Arbitration on these contracts.

We also met with representatives of CUPE 2557 (non-registered staff) representing unionized workers at our Homes for the Aged in January. The day was spent reviewing proposals and we have scheduled further days in February and March to begin negotiations.

b) Legislative Updates

Potential Union Walkout

There is a rumor that Canadian Union of Professional Employees (CUPE) is planning an Ontario wide walkout on the proposed amendments to Bill 206 an Act to Amend the Ontario Municipal Employees Retirement System (OMERS). CUPE's issues include the number of union representatives on the governance committee, and the after age 65 calculation for pension payments. The date is rumored to be February 10, 2006.

Human Resources will be following the details of this potential walkout and will keep senior management and Council apprized on this development.

c) Occupational Health and Safety

As mentioned in previous reports to Council, the Workplace Safety and Insurance Board has made numerous changes to their reporting structure and the forms to be completed in the event of an accident/illness. The County's Accident Report Form has now been reviewed and will be issued to all locations.

d) Training and Development

Corporate Services held workshops on Customer Service (internal and external). A Workplace accommodation session was also held for managers/supervisors so that they may better understand the law and their responsibilities.

Spring training calendars are currently being developed and will be issued to the County and other municipalities this month.

e) Other Updates

i) Job Evaluation Project

In February we will complete the Lambton County Employees Association job evaluation project. The LCEA represents workers in the County's Libraries, Museums and Cultural Services.

The Non-Union job evaluation group continues to meet as well as all three CUPE groups. The next step of the project will be to inform staff of ratings and to review questions that may arise. Our goal is to complete the project by July.

ii) Human Resources Policy Manual

The Human Resources Policy and Procedure manual has been under re-write for the last several months. The objective was to have the policies up to date and reflect current legislation and County procedures. Over the next several months, the senior management group will review the revised manual section by section, with the goal of implementing all policies by Fall.

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. National Day of Mourning for Injured Workers

At a recent Lambton Shared Services Centre Health and Safety meeting, the CUPE safety representatives requested that the County of Lambton recognize and support the National Day of Mourning for Injured Workers on April 28. Most Government and industrial locations fly the flag at half mast.

Recommendation

That the County recognize this day and fly the flag at half mast.

2. Bill 206 - OMERS Pension Plan

As Council is aware the provincial government is currently considering Bill 206 an Act to Amend the Ontario Municipal Employees Retirement System (OMERS). In its current format the Bill will create significant and costly changes to OMERS, which will eventually have to be assumed by its funding parties.

One of the contemplated changes to OMERS is the addition of supplemental plans. Supplemental plans allow for locally negotiated changes to the pension plans. If agreement is not reached then proposed changes are subject to the arbitration process. Such plans would cost County taxpayers several hundred thousand dollars just for the paramedics alone.

AMO is requesting that municipal governments continue to provide "further recommendations and comments on this important matter."

To that end AMO is requesting municipal employers to work with their MPP, local Chamber of Commerce, and residential and business taxpayers to ensure they understand the impacts of this Bill. Please see the recommendation below. Please see the attached documents from AMO on the Bill 206 alert.

Also see attached correspondence from Northumberland County to AMO on their resolution regarding Bill 206.



Northumberland Resolution Bill 206.pdf



Bill 206-Northumberland County.pdf



060116 heads of council OMERS costing.pdf



060116alt_OMERS_update1.pdf

Recommendation

That Lambton County Council put the Ontario Provincial Government on notice that we refuse to accept the transfer of administration and financial costs associated with the OMERS program as this transfer represents additional downloading on municipal governments which are already financially strapped due to programs downloaded by the previous Ontario government;

And further that this motion be circulated to A.M.O., ROMA, Eastern and Western Ontario Warden's Caucus', the Provincial Government, MPP Dwight Duncan, Minister of Finance, Premier of Ontario Dalton McGuinty and all other levels of government in Ontario;

And further that this motion be forwarded to AMO and ROMA for delegate discussion at the 2006 conventions.

AGENDA

County of Lambton
Meeting for the Committee "Finance - General Manager's Report"
on
Wednesday February 15, 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. Nothing to Report.

PART B - Monthly Activities

1. Accounts and Verification

Finance

Total for the month of January 2006:	\$2,598,959.85
Total for the month of January 2005:	\$2,597,389.79

POA

Total for the month of January 2006:	
Total for the month of January 2005:	

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 month of January 2006:	\$383,756.00
Revenues received in the month of January 2005:	\$410,990.00

POA

Revenues received in the month of January 2006:	\$177,120.00
Revenues received in the month of January 2005:	\$ 11,465.00

- | | |
|---|----|
| 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 Interesta) Provincial Offences Administration (P.O.A.)i) Monthly Statistical Report

POA Stats 02-15-06.xls

Attached is the Statistical Report to the end of January 31. The Ministry of the Attorney General has introduced a province-wide statistical report that staff are currently reviewing to determine whether it may be of use and interest to Council.

b) Financei) Property Assessment Appeals

Staff arranged a conference call between Municipal Tax Equity (MTE) and area municipal treasurers to review the "2006 Assessment Roll Audit & Strategic Planning Study" prepared by MTE. This report identifies properties that have experienced significant changes in assessed value between the 2005 and 2006 "Rolls as Returned". Area treasurers were asked to review the report and advise MTE as to any changes for which they have an explanation (e.g. severance, demolition of building). The remaining unexplained changes will then be used to formulate the County's list of properties to be proactively appealed in 2006.

ii) Budget and Year-end Audit

Finance staff continue to concentrate all their efforts towards co-ordination of internal reviews and preparation of 2006 Draft Combined Operating and Capital Budget documentation and completion of working papers for use by external auditors in their review of the Corporation's 2005 operating results. These will continue to be the department's priorities until complete.

PART C - Other Matters Requiring a Motion

1. Nothing to Report.