



**County  
of Huron**

## **Cultural Services and Seniors Committee**



**Minutes - April 13, 2006**

*GODERICH, ONTARIO*

Goderich, Ontario  
April 13, 2006

The CULTURAL SERVICES AND SENIORS COMMITTEE met in the Court House at 9:00 a.m. with all members present except Board Member R. Anderson.

## **LIBRARY BOARD**

### **1. Minutes**

**Moved by B. MacLellan**

**Seconded by C. McDonnell**

**That the minutes of the Library Board portion of the Cultural Services and Seniors Committee meeting of March 9, 2006 be adopted as circulated.**

**CARRIED**

### **2. Library**

#### **a) Reports for Information/Updating Purposes**

Beth Ross, County Librarian, and Sharon Cox, Deputy County Librarian, presented the attached reports (Appendix A). March Circulation, Statistics, Branch Affairs and Outstanding Book and Processing Expenditures Report are also attached.

Board Member C. McDonnell inquired on the status of the Blyth Library. The County Librarian informed the committee that shelves are on order and could be arriving the first week of May. It is planned to move the last week of April. During a two week closure there will be an exterior book drop arranged. Board Member C. McDonnell informed the committee that the Friends of the Library would like to see a splashy opening planned, in the tradition of Huron County with lots of food.

#### **b) Book Expenditure Report**

Sharon Cox, Deputy County Librarian presented the Book Expenditure and Outstanding Book Order Report for the period ending March 31, 2006 which showed total purchases to date of \$118,432, with outstanding orders totalling \$111,790, leaving the approximate amount in the uncommitted book budget of \$255,972.

#### **c) Report of the Southern Ontario Library Services Trustee Council Representative**

Mr. Paul Elgie submitted the attached materials for the information of the committee.

- News Release, Ministry of Culture, April 7, 2006 re: McGuinty Government Boosts Literacy and Learning
- Mission and Priorities Report for the SOLS Board dated February 21, 2006
- OBLA Leadership Development Program Project
- Trustee Council Area 3 Meeting, April 24, 6 - 9 p.m. in Shelburne

**Moved by N. Fairles**

**Seconded by D. Kelly**

**That the foregoing reports be received.**

**CARRIED**

### 3. Howick Branch Library

Correspondence has been received from the Township of Howick requesting clarification on certain points in the Agreement. Copies of letter and agreement attached, specifically, the hours of operation, the annual grant, and which furnishings and equipment the Library Board will be purchasing.

#### a) Hours of Operation

Based on anticipated recreation programs at the community centre, school activities and hours, anticipated library activities, and hours of operation of similar-sized libraries, e.g. Blyth and Brussels, the following library hours are proposed for the Howick Branch:

Tuesday	1-5, 6-8 p.m.
Thursday	1-5, 6-8 p.m.
Friday	10 a.m. - 2 p.m.
Saturday	10 a.m. - 2 p.m.

It is further recommended that the hours be reviewed after a year of operation.

#### b) Annual Maintenance Grant

Currently, the annual maintenance grant is \$12,000 for each of the Branch 1 Libraries (Clinton, Exeter, Goderich, Seaforth, Wingham), and \$4,500 for each of the Branch 2 Libraries (Bayfield, Blyth, Brussels, Hensall, Kirkton, Zurich).

Therefore, it is recommended that the Howick Branch receive the \$4,500 as an annual maintenance grant.

#### c) Furnishings and Equipment

The County Library normally purchases the moveable furniture and equipment for all library branches, including shelving, which may be attached to the walls for safety purposes. Items that are part of the building project are not normally paid for by the County.

**Moved by B. MacLennan**

**Seconded by D. Layton**

**That the hours of operation for the Howick Library be set at Tuesday, Wednesday, Thursday from 4 – 8 p.m.; Friday 1 - 5 p.m.; and Saturday 10 a.m. – 2 p.m. with a review of the operations after one year.**

**CARRIED**

**Moved by P. Elgie**

**Seconded by D. Kelly**

**That the Howick Branch receive \$4,500 as an annual maintenance grant.**

**CARRIED**

**Moved by B. MacLellan  
Seconded by N. Fairles**

**That the meeting room furnishings be split on a 50/50 basis between the County and the Township of Howick.**

**CARRIED**

#### **4. Accounts and Financial Statement**

Accounts for March 2006 totalling \$52,636.28 were reviewed.

The financial statement for the period ending February 28, 2006 was reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Library	\$50,923	\$70,350	\$346,232	\$370,117	\$295,309	\$299,767

**Moved by B. Dowson**

**Seconded by N. Fairles**

**That the accounts and financial statement be received.**

**CARRIED**

#### **5. Next Meeting**

The next meeting of the Library Board portion of the Cultural Services and Seniors Committee will be held on Thursday, May 11, 2006 at 9:00 a.m.

#### **6. Adjournment**

**Moved by D. Kelly**

**Seconded by C. McDonnell**

**That the Library Board portion of the meeting adjourn at 10:05 a.m. and be declared a half day meeting.**

**CARRIED**

### **MUSEUM AND SENIORS**

#### **7. Minutes**

**Moved by B. MacLellan**

**Seconded by D. Layton**

**That the minutes of the Museum and Seniors portion of the Cultural Services and Seniors Committee meeting of March 9, 2006 be adopted as circulated.**

**CARRIED**

### **8. Report of the Museum Curator**

Pat Hamilton, Curator, presented the attached report (Appendix B) for the information of committee and Council. March statistics were distributed at the meeting and are attached.

**Moved by D. Kelly**  
**Seconded by Warden R. Morley**  
**That the report be received.**

**CARRIED**

### **9. Tiger Dunlop Tomb**

Correspondence has been received from Heritage Goderich encouraging the County to maintain the Tomb site.

The Director of Cultural Services provided an update on the project. The Museum budget for the Tomb was increased from \$100 to \$1,000 for 2006 for the purpose of improving signage to the tomb and enhancing promotional material for it. TODS signs were requested to correct the directions to the Tomb on Hwy 21 over a year ago. Photos of the Tomb site were reviewed by the committee.

There was some discussion on budget and costs of "pointing". The committee was informed that the Gaol could also benefit from some "pointing". A delegation is attending the April 18, Committee of the Whole meeting to discuss concerns of the tomb.

**Moved by B. Dowson**  
**Seconded by D. Layton**  
**That the correspondence be received and filed.**

**CARRIED**

### **10. Report from the Homes for the Aged**

Barb Springall, Homes Administrator, presented the attached report (Appendix C), for the information of committee and Council.

The Homes Administrator announced to the committee that Dr. Salter has agreed to stay on as Attending Physician at Huronview. The Homes Administrator wished to thank the Medical Director of Health, Dr. Bokhout, and the Director of the Health Unit, Penny Nelligan, as it was their assistance that was integral in retaining Dr. Salter.

**Moved by B. MacLellan**  
**Seconded by D. Kelly**  
**That the report be received.**

**CARRIED**

**11. Policies**

Joanne Riehl, Director of Care - Huronlea and Ruth Craig, Director of Care - Huronview, presented the attached report (Appendix D), for the information of committee and Council.

It is recommended that the attached Skin Care and Wound Management Policies be adopted for use at the Huronview and Huronlea Homes for the Aged.

**Moved by D. Kelly**  
**Seconded by B. MacLellan**  
**That the recommendation be approved.**

**CARRIED**

**12. Management of Food and Environmental Services Department**

Barb Springall, Homes Administrator, presented the attached report (Appendix E), for the information of committee and Council.

It is recommended that the Administrator be approved to alter the management structure of the Food and Environmental Services Department at the Homes to include a full time Manager and Supervisor, and contract for the services of a registered dietitian.

**Moved by B. MacLellan**  
**Seconded by D. Kelly**  
**That the recommendation be approved.**

**CARRIED**

**13. Accounts and Financial Statements**

Accounts for March 2006 were reviewed.

Museum\Gaul	\$6,772.55
Homes for the Aged	\$249,798.91

Financial statements for the period ending February 28, 2006 were reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Museum/Gaul	\$9,987	\$22,691	\$116,692	\$138,158	\$106,705	\$115,467
Homes for the Aged	\$1,605,313	\$2,298,596	\$1,383,546	\$2,460,198	(\$221,767)	\$161,602

**Moved by B. Dowson**  
**Seconded by D. Layton**  
**That the accounts and financial statements be received.**

**CARRIED**

IN CAMERA

**Moved by Warden R. Morley**

**Seconded by D. Kelly**

**That the committee proceed "In Camera" at 11:15 a.m. to discuss a legal issue and that Larry C. Adams, Barb Springall, and Richard Hulley remain in attendance.**

**CARRIED**

**Moved by B. MacLellan**

**Seconded by D. Kelly**

**That the committee rise from "In Camera" at 11:30 a.m. with no report.**

**CARRIED**

#### **14. Next Meeting**

The next meeting of the Cultural Services and Seniors Committee will be held on Thursday, May 11, 2006 at 9:00 a.m.

#### **15. Adjournment**

**Moved by B. MacLellan**

**Seconded by D. Layton**

**That the meeting adjourn at 11:38 a.m. and be declared a full day meeting for those Councillors in attendance for more than two and half hours.**

**CARRIED**

.....  
Chair