



**County  
of Huron**

## **Cultural Services and Seniors Committee**



**Minutes - May 11, 2006**

*GODERICH, ONTARIO*

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

## **LIBRARY BOARD**

### **1. Minutes**

**Moved by B. Dowson**

**Seconded by P. Elgie**

**That the minutes of the Library Board portion of the Cultural Services and Seniors Committee meeting of April 13, 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). April Outstanding Book and Processing Expenditures Report are also attached.

There was a lengthy discussion on staff scheduling at different locations and the amount of mileage being paid for travel to the other branches that are not considered the employee's home base. It was questioned if mileage is calculated from 1) the employee's home to the place of business or 2) from employment home base to the place of business? Mileage is paid from the distance whichever is the lesser. The mileage and expense policy is consistent for all County staff.

The County Librarian informed the committee that the existing scheduling has been in place for some time now and is running smoothly. The benefits are as follows: staff can receive ongoing training on complicated computer equipment; holidays and sick time can be covered with minimal disruption; and employees increase their qualifications and skills, especially with computer technology.

#### b) Book Expenditure Report

Sharon Cox, Deputy County Librarian presented the Book Expenditure and Outstanding Book Order Report for the period ending April 30, 2006 which showed total purchases to date of \$163,441, with outstanding orders totalling \$94,411, leaving the approximate amount in the uncommitted book budget of \$228,342.

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

Board member P. Elgie distributed and reviewed the following material:

- A portion of a report from the Oxford County Library Operational Review entitled, "Comparative Data, Similar County Library Systems".
- Ebooks @ your library. A joint initiative of Ontario Library Service-North and Southern Ontario Library Service May 2005.
- Deputy Minister's OLA Presentation, February 3, 2006

#### d) Correspondence:

- March 27, 2006 – Hon. Madeleine Meilleur, Minister of Culture, announcing a grant to the Huron County Library of \$147,000 to help strengthen literacy and promote lifelong learning.
- April 18, 2006 – Hon. Caroline Di Cocco, the new Minister of Culture, reporting on the strategic one-time investments from the Province, including \$6 million to support family literacy and lifelong learning at nearly 550 small, rural, remote, francophone and First Nation public libraries that serve communities of under 20,000 people, \$200,000 to the Federation on Ontario Public Libraries, \$8 million to support the Ontario Digital Library, and \$1 million for Ontario Library Services North, totalling an investment of \$15 million in Ontario's public libraries.

**Moved by R. Anderson**

**Seconded by D. Kelly**

**That the foregoing reports be received.**

**CARRIED**

### **3. Provincial Investment Recommendations**

The County Librarian requested discussion on the one-time provincial grant of \$147,000 and reviewed possible opportunities for expenditure. Staff had also been solicited for ideas at the annual all-staff meeting. There was staff consensus not to spend the full amount in one year and to place an unused portion in a reserve. The following are short term projects that staff wished to be considered:

- Enhance the summer reading program
- Address family literacy and life long learning i.e. book bags and book marks
- Put funds toward the purchase of a microfilm reader-printer for Clinton
- General equipment replacement and repair
- Literacy Kits
- Furniture replacement
- Bring an author to every branch

Councillor R. Rognvaldson suggested that adult literacy be considered as well. The Warden requested an interim/forecast report on where the monies will be spent. The County Librarian also suggested that a letter could be sent to the M.P.P. informing how the County of Huron has utilized the funding to enhance our County Libraries.

**Moved by Warden R. Morley**

**Seconded by D. Kelly**

**That the County Librarian bring back an interim report on how the monies are utilized.**

**CARRIED**

**4. Accounts and Financial Statement**

Accounts for April 2006 totalling \$66,616.13 were reviewed.

The financial statement for the period ending March 31, 2006 was reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Library	\$82,650	\$105,526	\$565,975	\$555,178	\$483,325	\$449,652

**Moved by B. MacLellan**

**Seconded by D. Layton**

**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, June 8, 2006 at 9:00 a.m.

**6. Adjournment**

**Moved by D. Kelly**

**Seconded by N. Fairles**

**That the Library Board portion of the meeting adjourn at 10:04 a.m. and be declared a half day meeting.**

**CARRIED**

**MUSEUM AND SENIORS**

**7. Minutes**

**Moved by D. Layton**

**Seconded by B. MacLellan**

**That the minutes of the Museum and Seniors portion of the Cultural Services and Seniors Committee meeting of April 13, 2006 be adopted as circulated.**

**CARRIED**

**8. Museum**

- a) Museum and Gaol Report

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

**Moved by D. Kelly**

**Seconded by D. Layton**

**That the report be received.**

**CARRIED**

b) Flea Market Policy

Beth Ross, Director of Cultural Services, distributed the attached report and answered questions for the information of committee and Council.

It is recommended that the Flea Market Policy be revised to exclude cooking of food.

The committee reviewed the concerns of neighbours on vendors creating excessive aromas and noise during the Sunday Flea Market. A lengthy discussion ensued on various vendors; mobile canteens and chip wagons. It was noted that food vendors are required to obtain a Food Vendor Permit from the Town of Goderich and the Health Unit. The Director of Cultural Services was questioned about others consulted and why the Town of Goderich was not included in consultations. The committee was informed that consideration was given only to property that the County of Huron is responsible for. The town has been consulted in the past and various neighbours have complained over the years but refused to submit any written complaints.

**Moved by B. MacLellan**

**Seconded by Warden R. Morley**

**That the policy be deferred and further that staff be directed to investigate and solicit the opinions and suggestions from the Town of Goderich for alternate locations for food vendors and report back to committee.**

**CARRIED**

**9. Report from the Homes for the Aged**

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

Also attached is correspondence from Dr. Maarten Bokhout informing council that effective May 1, 2006 he is resigning as medical director at Huronview but will continue as medical director for Huronlea. Dr. M. Salter will take over as Medical Director for Huronview.

**Moved by D. Kelly**

**Seconded by B. MacLellan**

**That the report be received.**

**CARRIED**

**10. Contenance Management Policies**

Ruth Craig, Directors of Care, and Pat Fields, Health Care Aide, presented the attached report (Appendix D).

It is recommended that the Contenance Management Policies be adopted for use at the Huronlea and Huronview Homes for the Aged.

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

**CARRIED**

#### **11. Smoke Free Ontario Act Implications**

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

It is recommended that in the absence of new Ministry funding, that effective December 31, 2006, the County Homes for the Aged cease to offer controlled smoking areas within Huronview and Huronlea homes.

It is further recommended that Highland and Heartland Apartments be designated Smoke-Free effective December 31, 2006.

**Moved by B. Dowson**  
**Seconded by D. Layton**  
**That the recommendations be approved.**

**CARRIED**

#### **12. Huronlea Fire Access Route**

Nancy Kalbfleisch, Operations Manager, presented the attached report (Appendix F) for the information of committee and Council.

It is recommended that the Operations Manager be authorized to engage services to provide architectural services (design phase and construction documents phase) and up to a maximum of \$2,000 to prepare for and solicit bids and contract conditions for the proposed Huronlea fire access route.

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

**CARRIED**

#### **13. Homes Reserves, Huronview Roof Repair**

Nancy Kalbfleisch, Operations Manager, presented the attached report (Appendix G) for the information of committee and Council.

It is recommended to approve Huronview's roof repairs from the Homes' Reserve at Huron Renovations (A division of Morgan's Roofing) at the quoted price of \$32,950 plus GST of \$2,306.50 for a grand total of \$35,256.50.

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

**CARRIED**

**14. Homes Reserves, Huronlea Roof Repair**

Nancy Kalbfleisch, Operations Manager, presented the attached report (Appendix H) for the information of committee and Council.

It is recommended to approve Huronlea's roof repairs from the Homes' Reserve at Huron Renovations (A division of Morgan's Roofing) at the quoted price of \$15,875 plus GST of \$1,111.25 for a grand total of \$16,986.25.

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

**CARRIED**

**15. Accounts and Financial Statements**

Accounts for April 2006 were reviewed.

Museum\Gaol	\$8,600.78
Homes for the Aged	\$179,536.84

Financial statements for the period ending March 31, 2006 were reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Museum/Gaol	\$15,943	\$34,036	\$179,709	\$207,243	\$163,766	\$173,207
Homes for the Aged	\$3,336,269	\$3,447,897	\$3,410,575	\$3,666,694	\$74,306	\$218,797

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

**CARRIED**

**16. Next Meeting**

The next meeting of the Cultural Services and Seniors Committee will be held on Thursday, June 8, 2006 at 9:00 a.m.

**17. Adjournment**

**Moved by D. Kelly**

**Seconded by D. Layton**

**That the meeting adjourn at 11:36 a.m. and be declared a full day meeting for those Councillors in attendance for more than two and half hours.**

**CARRIED**

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Chair