



**County  
of Huron**

## **Cultural Services and Seniors Committee**



**Minutes - September 14, 2006**

*GODERICH, ONTARIO*

Goderich, Ontario  
September 14, 2006

The CULTURAL SERVICES AND SENIORS COMMITTEE met in the Court House at 9:00 a.m. with all members present except Councillor B. MacLellan and Councillor B. Dowson.

## **LIBRARY BOARD**

### **1. Minutes**

**Moved by D. Kelly**

**Seconded by N. Fairles**

**That the minutes of the Library Board portion of the Cultural Services and Seniors Committee meeting of August 3, 2006 be adopted as circulated.**

**CARRIED**

### **Councillor / Board Member Issues**

The County Librarian distributed statistics for the Howick Library in response to questions at the August meeting regarding the size of the collection. Staff have now met their target for the book collection and the committee was informed that the activity level at the branch is at the same rate as the Brussels branch.

Warden R. Morley requested to discuss the McGee Military Collection and a possible location for an exhibit in South Huron.

Board Member C. McDonnell expressed concern regarding leaks in the roof at the Goderich Library Branch. The County Librarian informed the committee that it seems to leak only during heavy rain and currently staff are using tarps to protect collections until the problem is solved. Staff were also requested to bring back the draft brochure for book donations to committee for consideration.

### **2. Presentation of Service Awards**

The following staff were presented with their awards and congratulated by Rosemary Rognvaldson, Chair; Larry C. Adams, CAO; and Beth Ross, County Librarian.

Absent 25 year	- Susan Nichol, Library (Absent)
20 year	- Karen Blackwell, Library - Pat Brigham, Library
10 year	- Patti Lamb, Museum - Jeremy Allin, Museum

Susan Nichol was unable to attend and will receive her certificate from the Department Head.

**FOR INFORMATION**

### 3. Library

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

Beth Ross, County Librarian, and Sharon Cox, Deputy County Librarian, presented the attached report (Appendix A), which includes statistics for the relevant month.

An invitation from the Howick Township Council was distributed to committee members. The official opening and ribbon cutting ceremony is scheduled for September 23, 2006 at the Howick Community Centre at 11:30 a.m.

#### b) Book Expenditure Report

Sharon Cox, Deputy County Librarian presented the Book Expenditure and Outstanding Book Order Report for the period ending August 31, 2006 which showed total purchases to date of \$307,155, with outstanding orders totalling \$93,631, leaving the approximate amount in the uncommitted book budget of \$169,252.

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

Board Member P. Elgie reflected on the Boards responsibilities and reviewed the attached governance training survey. In his opinion this Board is an effective board that is in the business of community development. Sitting as a Board Member has been a great experience and he thanked the members for the privilege of serving this term. A discussion of term of office ensued.

The County Librarian informed the committee that the County's procedural by-law states that appointments of non-members of Council to Boards and Committees "cannot serve more than six consecutive years". The term of office for County Council will be changing to a four year term effective December 1, 2006. After discussion there was a general consensus that the term of the Library Board be consistent with the term of office for Council which would be eight consecutive years. It was recommended that the by-law be amended to read: "non-members of Council cannot serve more than two consecutive terms".

**Moved by D. Kelly**

**Seconded by R. Anderson**

**That the Library Board recommend that Council amends its Procedural By-law to accommodate the change in duration of Council Term.**

**CARRIED**

**Moved by Warden R. Morley**

**Seconded by D. Kelly**

**That the foregoing reports be received.**

**CARRIED**

#### 4. Capital Budget

The County Librarian opened discussion on the Library Capital / Strategic Plan reserve utilized for the migration to the Unicorn library automation software, Blyth, and Howick facilities project, and projections for further library development. A new draft project sheet that is being developed was distributed. Discussion ensued on the process for facilities and museum issues and which division operational expenses are to fall under.

The County Engineer spoke about departmental needs or wants. It was identified that anything under \$10,000 is considered an operational expense and over \$10,000 would be a capital expense.

The County Librarian requested that the minutes reflect the Boards consensus that if further funds are needed that the Board will approach Council and request support from the Reserve for Unforseen.

**Moved by Warden R. Morley**

**Seconded by C. McDonnell**

**That a Library Board request an allocation of \$50,000 to establish a Capital Reserve for the 2007 Budget.**

**CARRIED**

#### 5. Library Accounts and Financial Statement

Accounts for July 2006 totalling \$51,896.36 were reviewed.

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

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Library	\$154,925	\$246,225	\$1,323,109	\$1,295,419	\$1,168,184	\$1,049,194

**Moved by D. Layton**

**Seconded by P. Elgie**

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

**CARRIED**

#### 6. Next Meeting

The next meeting of the Library Board portion of the Cultural Services and Seniors Committee will be held on Thursday, October 12, 2006 at 9:00 a.m.

#### 7. Adjournment

**Moved by P. Elgie**

**Seconded by D. Kelly**

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

**CARRIED**

**MUSEUM AND SENIORS**

## 8. Minutes

**Moved by D. Kelly**

**Seconded by D. Layton**

**That the minutes of the Museum and Seniors portion of the Cultural Services and Seniors Committee meeting of August 3, 2006 be adopted as circulated.**

**CARRIED**

## 9. Report of the Museum Curator

### a) Museum and Gaol Update

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

The Canadian Police and Peace Officers Memorial Service is held annually on the last weekend of September in Ottawa. People gather at this Memorial in the Nation's Capital to honour and remember all peace officers who died in the line of duty, like Kearwood White, whose name is inscribed on this monument. It helps to ensure that the magnitude of their sacrifice will never be forgotten. The Huron County Historic Gaol also remembers their fallen officer, Turnkey Kearwood White, on this last Sunday in September, as flags at the Gaol are lowered to half-staff. This year, the flags will be lowered on September 24th. Turnkey "Kip" White died Christmas morning, 1941, after an emergency operation was made necessary to fight an infected injury caused by a hammer blow to the head by a prisoner.

The CAO questioned how the current washroom facilities work for hosted programs such as the Gairbraid Theatre Company. The Curator informed the committee that two portable washrooms are rented for exterior use and the Company submits an "in-kind" contribution to cover rental costs and secure lighting. Accessible washrooms need to be considered for future use and there are chemical washrooms that could be proposed that would blend in with the historical site. Solutions could include access to the Assessment Building. The Warden suggested that the Curator forward information to the Wardens Task Force to be included with discussions concerning the assessment building.

**Moved by D. Kelly**

**Seconded by D. Layton**

**That the report be received.**

**CARRIED**

### b) McGee Military Collection

Warden Morley has been pursuing a location for the possible display of the military collections of both Mr. Wally Fydenchuk and Mr. E. C. "Gene" McGee. The Warden announced that he has received an offer from the manager of Bluewater Recycling Association for the use of the Tower at Centralia for this purpose.

**FOR INFORMATION**

### c) Museum Capital Summary

The Director of Cultural Services distributed and reviewed the attached summary report. Discussion ensued on the museums current identified requirements that may fall under the responsibility of Physical Services. A lengthy discussion ensued. The County Engineer was invited to join the discussion and answer questions of the committee.

**Moved by D. Kelly**

**Seconded by Warden R. Morley**

**That the Museum Capital requests be forwarded to facilities for review.**

**CARRIED**

**10. Museum\Gaol Accounts and Financial Statements**

Accounts for July 2006 totalling \$3,284.55 were reviewed.

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

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Museum/Gaol	\$69,768	\$79,416	\$455,160	\$483,558	\$385,392	\$404,142

**Moved by D. Layton**

**Seconded by D. Kelly**

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

**CARRIED**

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

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

A lengthy discussion occurred in which it was clarified by the County Engineer that the request for a Fire Access lane was being examined since the Huronlea facility met and continues to meet the Fire Code. It was decided after discussion that there remains a need for an Evacuation lane for the residents, to provide staff access to evacuate residents and staff in the event of an emergency.

This is especially essential due to the fact that it is the secure care unit that would benefit from the lane. Currently there is only a cement pad at the end of the 200 wing, and no where to evacuate the residents, visitors and staff. It was agreed that the lane should be constructed wide enough for snow removal to be performed with the same equipment used for parking lots, and the cost of this will be included in the ongoing operational budget for the home. Since the drainage improvement project is now beginning at Huronlea, BM Ross will also be asked to include the Evacuation lane in their design.

The homes administrator agreed that planning for an Evacuation lane meets the risk management needs of the Home.

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

**CARRIED**

**12. Homes for the Aged Accounts and Financial Statements**

Accounts for July 2006 totalling \$147,257.77 were reviewed.

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

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Homes for the Aged	\$7,819,733	\$7,980,341	\$8,138,187	\$8,370,310	\$318,454	\$389,969

**Moved by Warden R. Morley**  
**Seconded by D. Layton**  
**That the accounts and financial statements be received.**

**CARRIED**

IN CAMERA

**Moved by D. Layton**  
**Seconded by D. Kelly**  
**That the committee proceed "In Camera" at 11:30 a.m. to discuss legal matters and that Larry C. Adams, B. Springall, D. Pletch and R. Hulley remain in attendance.**

**CARRIED**

**Moved by D. Layton**  
**Seconded by Warden R. Morley**  
**That the committee rise from "In Camera" at 11:43 a.m. and further that staff proceed as directed in camera.**

**CARRIED**

**13. Next Meeting**

The next meeting of the Cultural Services and Seniors Committee will be held on Thursday, October 12, 2006 at 9:00 a.m.

**14. Adjournment**

**Moved by D. Layton**

**Seconded by Warden R. Morley**

**That the meeting adjourn at 12:03 p.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