



# Cultural Services and Seniors Committee

## Minutes - September 11, 2008

GODERICH, ONTARIO



Goderich, Ontario  
September 11, 2008

The CULTURAL SERVICES AND SENIORS COMMITTEE met in the Auditorium of the Health and Library Complex, Clinton at 9:00 a.m. with all members present.

## **SENIORS AND MUSEUM**

### **1. Minutes**

**Moved by D. Kelly**

**Seconded by G. Robertson**

**That the minutes of the Seniors and Museum portion of the Cultural Services and Seniors Committee meeting of August 7, 2008 be adopted as circulated.**

**CARRIED**

### **Councillor Issues**

The Chair, Councillor J. Fergusson, requested that the committee acknowledge the anniversary of the September 11<sup>th</sup> Trade Centre disaster with one minute of silence in honour of the emergency workers.

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

#### **a) Administrative Update**

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

The Administrator informed the committee that in review of resident needs and following the Homes "falls" initiatives monies allocated in the 2008 budget would best be utilized for the purchase of High-Low electrical beds. The need for a Flusher/Disinfector will be revisited in a future budget year.

**Moved by J. Seili**

**Seconded by N. Vincent**

**That the funds allocated from the Nursing and Personal Care 2008 Budget for a Flusher/Disinfector in the amount of \$10,260 be redirected for the purchase of High-Low electric beds at Huronview.**

**CARRIED**

**Moved by N. Vincent**

**Seconded by G. Robertson**

**That the report be received.**

**CARRIED**

#### **b) Sharps Safety Program**

Joanne Hickey, and Ruth Craig, Directors of Care, distributed the attached report for the information of committee and Council.

It is recommended that the Homes implement this comprehensive Safety Program effective immediately.

**Moved by N. Vincent**  
**Seconded by T. Collyer**  
**That the recommendation be approved.**

**CARRIED**

### **3. Dishwasher at Huronview**

Connie Townsend, Nutrition Care Manager, presented the attached report (Appendix B) recommending that the homes purchase a dishwasher as per the 2008 Capital Expenditures Plan.

It is recommended that the homes proceed with the purchase of a Hobart Commercial dishwasher at Huronview from the Homes Capital account, from Russell Food Equipment Ltd at the quoted price of \$10,850, plus GST of \$542.50., for a grand total of \$11,392.50.

**Moved by N. Vincent**  
**Seconded by T. Collyer**  
**That the recommendation be approved.**

**CARRIED**

### **\*\*4. Buy Local Buy Fresh Initiative**

Connie Townsend, Nutrition Care Manager, presented the attached report (Appendix C) outlining recommendations for the Buy Local Buy Fresh Initiative for the Homes.

It is recommended that:

- i. That an RFP (request for proposal) for the provision of meat products for the Homes be initiated;
- ii. That an RFP for the provision of milk and dairy products for the Homes be initiated;
- iii. That the Homes investigate utilizing the Good Food Box program to supplement produce purchases.

**Moved by Warden J. Bezaire**  
**Seconded by J. Seili**  
**That RFP's for the provision of meat products for the Homes and for the provision of milk and dairy products for the Homes be initiated.**

**CARRIED**

**Moved by Warden J. Bezaire**  
**Seconded by D. Kelly**  
**That the Homes investigate utilizing the Good Food Box program to supplement produce purchases.**

**CARRIED**

**Moved by J. Seili**

**Seconded by Warden J. Bezaire**

**That a report regarding the full cost of the Good Food Box program be prepared by the Treasury Department and presented at the next Committee meeting.**

**CARRIED**

### **5. Draft Pandemic Plan**

Joanne Hickey, Director of Care, distributed the attached report and presented the Homes' Draft Pandemic Plan for the information of committee and Council. (Plan available in the Homes upon request.)

It is recommended that Council accept the draft Pandemic Plan designed to meet the needs of the Residents of Huronlea and Huronview.

**Moved by G. Robertson**

**Seconded by D. Kelly**

**That the plan be received and circulated to stakeholders including the Ministry of Health and Long Term Care and the LHIN for comment, following which it will be adopted for use by the Homes.**

**CARRIED**

The Treasurer asked the Homes Administrator if the plan would be distributed to the other County departments to determine if the resources required in the plan by the Homes would be deliverable. The Administrator stated it would be distributed.

### **6. Accounts and Financial Statements Homes for the Aged**

Accounts for July 2008 in the amount of \$204,448.95 and August 2008 in the amount of \$134,685.56 were reviewed.

Financial statements for the period ending July 31, 2008 were reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Homes for the Aged	7,981,295	8,071,123	8,662,371	9,220,476	681,076	1,149,353

**Moved by D. Kelly**

**Seconded by J. Seili**

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

**CARRIED**

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

Pat Hamilton, Curator, presented the attached report (Appendix D) which includes statistics for the July reporting period for the information of committee and Council.

**Moved by T. Collyer  
Seconded by N. Vincent  
That the report be received.**

**CARRIED**

### **8. Community Museum Operating Grant Program**

Correspondence is attached from Carol Mitchell, M.P.P., received August 19, 2008 addressed to the Minister of Culture, the Honourable Aileen Carroll supporting the Huron County Museum's application for operating fund from the Community Museum Operating Grant Program (CMOG). Also attached, is a letter of appreciation to M.P.P., Carol Mitchell from the Director of Cultural Services dated July 4, 2008.

**FOR INFORMATION**

### **9. Huron Heritage Fund**

Beth Ross, Director of Cultural Services, distributed and presented the attached report on the Huron Heritage Fund applications to the September 1, 2008 deadline.

It is recommended that the following applications be approved:

<b>Applicant</b>	<b>Project</b>	<b>Project Cost</b>	<b>Amount Requested</b>
Van Egmond Foundation	Heritage stone gate posts	\$ 1,459.50	\$ 729.75
Bayfield Town Hall Heritage Society	Landscape (hardscape) revisions to entry	\$ 13,000.00	\$ 5,000.00
Huron County Historical Society	2006 & 2007 Historical Notes Publications	\$ 8,000.00	\$ 4,000.00
Brian Jeffray for Thirty-Five West Limited	35 West Street Façade	\$ 16,050	\$ 5,000.00

A lengthy discussion ensued regarding the criteria for funding and applications submitted from privately owned properties.

**Moved by N. Vincent  
Seconded by J. Seili  
That the applications for the Van Egmond Foundation and the Bayfield Town Hall Heritage Society be approved; and further that the applications from the Huron County Historical Society and Brian Jeffrey be deferred pending receipt of further information.**

**CARRIED**

### **10. Accounts and Financial Statements for the Huron County Museum and Historic Gaol**

Accounts for July 2008 in the amount of \$13,085.38 and August 2008 in the amount of \$3,074.93 were reviewed.

Financial statements for the period ending July 31, 2008 were reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Museum/Gaol	\$97,918	\$111,956	\$612,922	\$685,286	\$515,004	\$573,330
Heritage Fund	5,000		7,458	11,666	2,458	11,666

**Moved by G. Robertson**

**Seconded by D. Kelly**

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

**CARRIED**

## **LIBRARY BOARD**

### **11. Minutes**

**Moved by P. Chisholm**

**Seconded by E. Nichols**

**That the minutes of the Library Board portion of the Cultural Services and Seniors Committee meeting of August 7, 2008 be adopted as circulated.**

**CARRIED**

### **12. Presentation of Service Awards**

#### **a) Service Awards**

The following staff were presented with their awards and congratulated by Warden J. Bezaire, J. Fergusson, Library Board Chair, and Beth Ross, County Librarian.

20 Years Service	Carmie Newman
25 Years Service	Reginald Thompson

**FOR INFORMATION**

#### **b) Excel Certificates**

The Excel Certificate Programme in Managing a Small Public Library is offered as a distance education program through the Southern Ontario Library Service, with candidates taking at least ten courses within five years. There are now nineteen library employees who have graduated from this program, and another eight are currently enrolled in it.

The following library employees graduated from the Excel Certificate Programme in Managing a Small Public Library in 2008 and were presented with their certificates and pins by Warden J. Bezaire, Library Board Chair J. Fergusson, and B. Ross.

Michelle Carter, *absent*  
Margaret Greig  
Mary Lou Rowley

**FOR INFORMATION**

### Board Member Issues

The attached Workshop/Conference Report was circulated to Board Members with the Board package. Warden J. Bezaire commended staff for the excellent report regarding the International Federation of Library Associations and Institutions (IFLA), Annual Conference held August 10 -14, 2008. Meighan Wark, Branch Services Librarian, was one of 4,000 in attendance and valued the opportunity to network with staff from other library systems and share information on literacy programming, electronic resources and statistics relating to libraries in rural communities.

#### 13. Library

- a) Reports for Information/Updating Purposes

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

- b) Book Expenditure Report

Sharon Cox, Deputy County Librarian presented the Book Expenditure and Outstanding Book Order Report for the period ending August 31, 2008 which showed total purchases to date of \$302,684 with outstanding orders totalling \$58,256 leaving the approximate amount in the uncommitted book budget of \$126,622.

**Moved by N. Fairles**  
**Seconded by C. Heath**  
**That the foregoing reports be received.**

**CARRIED**

#### 14. Accounts and Financial Statement

Accounts for July 2008 in the amount of \$64,130.43 and August 2008 in the amount of \$50,792.61 were reviewed.

The financial statement for the period ending July 31, 2008 was reviewed.

	REVENUE		EXPENDITURES		COUNTY CONTRIBUTION	
	Actual	Prorated	Actual	Prorated	Actual	Prorated
Library	\$154,582	\$235,269	\$1,470,862	\$1,484,680	\$1,316,280	\$1,249,411

**Moved by C. Heath**  
**Seconded by E. Nichols**  
**That the accounts and financial statement be received.**

**CARRIED**

#### 15. Next Meeting

The next meeting of the Cultural Services and Seniors Committee will be held on Thursday, October 9, 2008 at 9:00 a.m. in the Auditorium at the Health and Library Complex, Clinton. The Library Board portion will be held at 10:00 a.m.

**16. Adjournment**

**Moved by M. Menzies**

**Seconded by P. Chisholm**

**That the Library Board portion of the meeting adjourn at 10:43 a.m.**

**CARRIED**

**Moved by J. Seili**

**Seconded by N. Vincent**

**That the meeting adjourn at 11:45 a.m.**

**CARRIED**

.....  
Chair

**Huron County Council**  
**October 1, 2008**

Clause #4 – Buy Local Buy Fresh Initiative

Original Motion – That a report regarding the full cost of the Good Food Box program be prepared by the Treasury Department and presented at the next Committee meeting.

It was requested by Councillor MacLellan that this report be forwarded to the Committee of the Whole.