



## **AGENDA**

**COMMITTEE A.M. - 9:00 a.m.**  
**(Infrastructure & Development Services/  
Public Health Services/Cultural Services)**

**Wednesday, January 18, 2023**  
**Council Chambers, Wyoming**

Page

**1. Call to Order - Committee A.M.**

**Committee Members:** J. Agar, D. Boushy, M. Bradley, A. Broad, T. Case, D. Sageman, I. Veen, B. White, and Warden K. Marriott.

**2. Disclosures of Pecuniary Interest**

If any.

**3. INFRASTRUCTURE & DEVELOPMENT SERVICES DIVISION**

**A) Information Reports**

- 5 - 9                      a) Information Report dated January 18, 2023 Regarding Building Services 3rd Quarter 2022 Statistics.
- 10 - 20                   b) Information Report dated January 18, 2023 Regarding Bill 23.
- 21 - 23                   c) Information Report dated January 18, 2023 Regarding 3rd Quarter Statistics and Approval Authority Activity.
- 24 - 27                   d) Information Report dated January 18, 2023 Regarding 3rd Quarter 2022 Work In Progress.
- 28 - 31                   e) Information Report dated January 18, 2023 Regarding Covid-19 Pandemic Debrief.

**B) Reports Requiring a Motion**

- 32 - 41                   a) Report dated January 18, 2023 Regarding Intersection of County Road 22 & County Road 8.
- 42 - 48                   b) Report dated January 18, 2023 Regarding Speed Limit Reviews - Various Locations along County Road Network.

**C) Other Business**

**4. PUBLIC HEALTH SERVICES DIVISION**

**A) Board of Health (Lambton Public Health)**

**I. Correspondence to Receive and File**

- 49 - 51                      a)     BOH 02-07-23 A letter from Gary McNamara, Chair, Board of Health and Dr. Kenneth Blanchette, CEO, Windsor-Essex County Health Unit, dated October 28, 2022, advising of the passing of a resolution regarding the Inclusion of Language Interpretation and Translation Services to the Healthy Smiles Ontario (HSO) Fee Guide.
- 52                              b)     BOH 02-08-23 A letter from Cynthia St. John, President, Association of Ontario Public Health Business Administrators, dated December 7, 2022, providing support regarding a request from the Association of Ontario Public Health Epidemiologists in Ontario seeking one-time funding for local public health units to successfully develop and implement a new database system for Diseases of Public Health.
- 53 - 56                      c)     BOH 02-09-23 A letter from Penny Sutcliffe, MOH and CEO, Public Health Sudbury & District, dated December 30, 2022, advising of the passing of a resolution regarding Physical Literacy for Healthy Active Children. Public Health Sudbury & District encourages all area school boards, sport and recreation organizations, and early learning centres across Sudbury and districts to work to improve physical activity levels among children and youth through collaboration with agencies that provide comprehensive physical literacy programming.

**II.     Information Reports**

- 57 - 59                      a)     Information Report dated January 18, 2023 Regarding Breastfeeding Promotion Update.
- 60 - 62                      b)     Information Report dated January 18, 2023 Regarding Lambton Older Adult Care Pathway Project Update.
- 63 - 66                      c)     Information Report dated January 18, 2023 Regarding Social Determinants of Health Project.

**B)     Emergency Medical Services Department**

No Agenda Items.

**C)     Other Business**

**5.     CULTURAL SERVICES DIVISION**

**A)     Information Reports**

- 67 - 79                      a)     Information Report dated January 18, 2023 Regarding Libraries Third Quarter 2022 Statistics.

**Agenda: Committee A.M. - January 18, 2023**

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| 80 - 83 | b) | Information Report dated January 18, 2023 Regarding Museums, Gallery & Archives Third Quarter 2022 Statistics. |
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## B) Reports Requiring a Motion

- 84 - 85                a)      Report dated January 18, 2023 Regarding Libraries Donations,  
July 1 to September 30, 2022.

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| 86 - 92 | b) Report dated January 18, 2023 Regarding Museums, Gallery & Archives Collections Management, September, October and November 2022. |
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### C) Other Business

## 6. CORPORATE SERVICES DIVISION

### A) Reports Requiring a Motion

- 93 - 95                      a)      Report dated January 18, 2023 Regarding April 2023  
Committee Meetings.

## 7. CAO OFFICE

### A) Correspondence to Receive and File

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| 96 - 99 | a) | <u>CAO 02-05-23</u> A letter from the Federation of Canadian Municipalities (FCM) Elections Team, dated December 13, 2022 regarding Call for Nominations: Vacancies for Ontario representatives on the FCM Board of Directors.  |
| 100     | b) | <u>CAO 02-06-23</u> A letter from Lambton County Warden, Kevin Marriott, dated January 9, 2023 regarding the 2023 Southwestern Integrated Fibre Technology (SWIFT) Board Member Representation. Warden Marriott is seeking Council's support by resolution to endorse his application to the SWIFT Board as a Western Ontario Wardens' Caucus (WOWC) member representative for a two-year term. |

## 8. IN-CAMERA

## Recommendation

That the Chair declare the Committee go in-camera to discuss the following:

- a) to receive and review a report involving a contractual, personnel and labour relations matter, including information about an identifiable individual, and receive instructions in regards thereto, pursuant to ss. 239(2)(b) and (d) of the Municipal Act, 2001.

## 9. ADJOURNMENT

**10. Special Meeting of Lambton County Council - 10:00 a.m. - 11:00 a.m.**



	<b>INFRASTRUCTURE &amp; DEVELOPMENT SERVICES DIVISION</b>
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>BUILDING SERVICES</b>
<b>PREPARED BY:</b>	<b>Corrine Nauta, Manager</b>
<b>REVIEWED BY:</b>	<b>Jason Cole, P. Eng., General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>Building Services 3rd Quarter 2022 Statistics</b>

### **BACKGROUND**

The Building Services Department provides Ontario Building Code inspections for nine of the 11 municipalities in the County of Lambton. In addition, staff conducts plumbing and septic system inspections for the entire area. Property standards services are also supplied for nine member municipalities and the Department is also responsible for weed inspections. With that being stated, the City of Sarnia and the Municipality of Lambton Shores have contracted for inspection services for 2022, on an as needed basis. The Department also assists the Housing Services Department with the Lambton Renovates program as required.

### **DISCUSSION**

In 2022, the Building Services Department continues to provide effective and efficient services to the local and contracted municipalities. Communication lines continue to be maintained and strengthened. Good working relationships exist between the County, Sarnia and Lambton Shores Building Departments. Staff recognizes the importance for property file completeness and is actively closing files.

Year-over-year the total number of building permits (new homes, renovations, storage sheds etc.) decreased by 50. New dwelling starts (227) decreased by 58 over the same period last year. The number of building permit inspections increased by 121. Property standards inspections increased by 44, while plumbing permit issuance increased by nine with inspections decreasing by 146. In total, the number of septic reports prepared for planning applications (severances, minor variances), enquiries and assessment requests has demonstrated a steady trend. The number of septic permits issued has increased by three.

The Department statistics are attached to this report and include building statistics for the City of Sarnia and the Municipality of Lambton Shores.

**FINANCIAL IMPLICATIONS**

Statistical numbers are consistent with expectations for permit issuance and inspection. The year-end projection for the 2022 Budget is in a balanced status.

**CONSULTATIONS**

Building Departments at the City of Sarnia and the Municipality of Lambton Shores were consulted in preparation of this report.

**STRATEGIC PLAN**

Application of Area of Effort #2: Communications - Providing progressive and effective communications that are relevant and clear and that promote opportunities for dialogue in order to improve collaboration and build relationships by:

- Supporting an atmosphere of clarity with local municipalities as to the provision of programs and services and the related contractual and partnership agreements.

Application of Area of Effort #5: Partnerships - Developing stronger relationships with community partners, municipalities, and indigenous groups as a basis to build a shared community of interest by:

- Cultivating sustainable relationships that include strategies to improve communication and understanding, provide mutual assistance on projects, and fulfill Duty of Consult obligations.

**CONCLUSION**

The Building Services Department remains optimistic with regards to another successful year in the County of Lambton for building, plumbing, septic, property standards, and weed inspection. Staff will continue to maintain open communication lines with all municipalities and their respective building departments.

Staff will also continue with the timely completion and closing of property files, while keeping our member municipalities updated on the progress with respect to Building Services issues.

Overall, the Building Services Department remains dedicated to providing essential services, effectively and efficiently to our local and contracted municipalities.

**3rd Quarter Building Statistics  
Year to Date Comparison - 2022 vs 2021**

Number of Permits			Value of Construction	
	2022	2021	2022	2021
Residential	412	462	\$93,625,362	\$102,075,747
Commercial	32	28	\$5,812,085	\$20,909,250
Industrial	25	16	\$9,306,000	\$12,515,200
Agricultural	81	89	\$19,366,193	\$18,280,813
Institutional	12	17	\$8,620,000	\$8,052,344
<b>TOTALS</b>	<b>562</b>	<b>612</b>	<b>\$136,729,640</b>	<b>\$161,833,354</b>

**New Dwelling Units in County of Lambton**

Municipality	New Dwelling Units	
	2022	2021
Brooke-Alvinston	10	17
Dawn-Euphemia	9	5
Enniskillen	5	3
Oil Springs	2	8
Petrolia	18	71
Plympton-Wyoming	56	99
Point Edward	56	4
St. Clair	64	74
Warwick	4	4
<b>TOTALS</b>	<b>227</b>	<b>285</b>

Unless otherwise noted, dwelling units are single family dwellings.

**Building Services Department  
3rd Quarter Statistics Comparison 2022 vs 2021**

	<b>3rd Quarter</b>		<b>Year-To-Date</b>	
<b>Building</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
Permits	210	150	562	612
Inspections	2459	2338	6957	7057
Property & Maintenance	437	393	1257	1094
Amount Invoiced	\$245,778	\$223,196	\$709,554	\$661,751
Building Permit Value	\$47,768,491	\$42,223,833	\$136,729,640	\$161,833,354

	<b>3rd Quarter</b>		<b>Year-To-Date</b>	
<b>Plumbing</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
Permits	209	200	566	690
Inspections	931	1077	2768	2909
Permit Revenue	\$55,144	\$65,217	\$174,734	\$213,710

	<b>3rd Quarter</b>		<b>Year-To-Date</b>	
<b>Septics</b>	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
Septic Permits	31	28	92	103
Septic Backfill Permits	22	12	56	28
Severences	8	9	28	25
Minor Variances	7	9	23	16
Amendments	0	0	1	2
Private Sewage Assessments	1	3	6	8
Enquiry Requests	6	3	13	15
Enforcement Inspections	11	1	31	27
Subdivisions	0	0	0	0
Septic Revenue	\$11,775	\$19,450	\$46,425	\$52,974



### 3rd Quarter Building Statistics - 2022 vs 2021

#### The City of Sarnia and The Municipality of Lambton Shores

##### The Municipality of Lambton Shores

Type	Number of Permits	Value of Construction (\$)	Number of Permits	Value of Construction (\$)
	2022	2022	2021	2021
Residential	45	16,394,468	71	14,143,556
Commercial	4	1,734,000	14	840,500
Industrial	0	0	0	0
Agricultural	7	6,065,000	2	710,000
Institutional	0	0	0	0
Other	4	12,500	7	17,853
<b>TOTAL</b>	<b>60</b>	<b>24,205,968</b>	<b>94</b>	<b>15,711,909</b>

##### The City of Sarnia

Type	Number of Permits	Value of Construction (\$)	Number of Permits	Value of Construction (\$)
	2022	2022	2021	2021
All Categories	144	40,194,480	140	23,945,572
<b>TOTAL</b>	<b>144</b>	<b>40,194,480</b>	<b>140</b>	<b>23,945,572</b>

##### New Dwelling Units

Municipality	3rd Quarter 2022	3rd Quarter 2021
Lambton Shores	18*	29 ^
Sarnia	9	21~
<b>TOTAL</b>	<b>27</b>	<b>50</b>

Unless otherwise noted, dwelling units are single family dwellings.

\*Please Note: 6 of 18 are Multiple Family Dwelling Units

^Please Note: 3 of 29 are Multiple Family Dwelling Units

~Please Note: 3 of 21 are Multiple Family Dwelling Units

 <div style="text-align: center;"> <b>INFRASTRUCTURE &amp; DEVELOPMENT SERVICES DIVISION</b> </div>	
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>PLANNING AND DEVELOPMENT SERVICES</b>
<b>PREPARED BY:</b>	<b>Kenneth Melanson, Manager</b>
<b>REVIEWED BY:</b>	<b>Jason Cole, P. Eng., General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>Bill 23 Information Report</b>

### **BACKGROUND**

This report provides an outline on the recently approved Bill 23 *“More Homes Built Faster Act”*. This Bill was introduced October 24, 2022 and given approval and royal assent on November 28, 2022. This omnibus bill made changes to several different pieces of legislation including the *Planning Act* and the *Development Charges Act*.

This report is based on the most recent briefings from the legal community as well as an in-depth legal review session provided by the Ontario Professional Planners Institute (OPPI). This report will also focus on legislation changes relevant to the County of Lambton context. Changes that are specific to municipalities in the Greater Golden Horseshoe (GGH) such as changes to upper tier planning functions will not be addressed. No changes to the upper tier planning functions of the County of Lambton have occurred as a result of Bill 23.

### **DISCUSSION**

Bill 23 amended the following Acts:

- The *Development Charges Act, 1997*,
- The *Ontario Heritage Act*,
- The *Ontario Land Tribunal Act, 2021*,
- The *Conservation Authorities Act*,
- The *Planning Act*.

Enumerated below are the Bill 23 changes, by Act, made by Bill 23. Details on each change can be found in Attachment 1. A timeline of when changes take effect is provided in Attachment 2.

***Development Charges Act***

There are six main areas of changes to the *Development Charges Act*, which are as follows:

- Exemption of Development Charges (DCs) from Additional Dwelling Units (ADUs), Affordable Residential Units (whether rental or purchase), Attainable Housing, Non-profit housing and Inclusionary Housing Units (obtained through Inclusionary Zoning – note: Inclusionary Zoning is not available to any Municipalities in the County of Lambton at this time),
- Exclusion of background and study costs from the calculation of DC charges,
- DC By-laws now valid for 10 years but can be updated at any time,
- Cap on interest paid on phased DCs for rental, institutional and non-profit housing to prime plus 1%,
- Phased implementation of new or updated DC By-laws adopted from January 1, 2022 onward – starting at 80% of total DC fees in year one, increasing five percentage points each year until 100% applicable in year five, and
- Mandated spend or allocating of 60% of water, sewer and road DC monies to specific projects each year.

***Ontario Heritage Act***

There are five main areas of changes to the *Ontario Heritage Act*, as follows:

- Restrictions on Notices of Intention to Designate,
- Prescribed Criteria for Designation,
- Removal of Properties from the Register,
- Prescribed Criteria to designate a Heritage Conservation District (HCD), and
- Retroactive Ministerial Review.

***Ontario Land Tribunal Act***

There are four main areas of changes to the *Ontario Land Tribunal Act*, as follows:

- Ability to dismiss for undue delay,
- Ability to dismiss for non-compliance with Tribunal order,
- Enhanced ability to award costs, and
- New regulation-making powers.

***Conservation Authorities Act***

There are seven main areas of changes to the *Conservation Authorities Act*, as follows:

- Change of Minister to Natural Resources and Forestry (from Environment, Conservation and Parks) in administering the authority of the Act,
- Conservation Authorities only permitted to review and comment on proposals and applications that are not under certain prescribed Acts (which include the *Drainage Act*, the *Environmental Assessment Act*, the *Ontario Heritage Act*, the *Ontario Water Resources Act* and the *Planning Act* to name a few),
- The ability of the Minister to prevent increase of fees for programs and services,
- Development authorized by the *Planning Act* exempt from Conservation Authority approval in specific Municipalities named in Bill 23,
- Permits required for Community Infrastructure and Housing Accelerator orders (from Bill 109),
- Revoking of individual regulations for each Conservation Authority and replacement with a single Conservation Authority regulation (will also include prohibitions and obligations to apply across all Conservation Authorities), and
- Removal of consideration of “Conservation of Land” and “pollution” and replacement with consideration of the effects on the “control of unstable soil or bedrock”.

These changes will have significant impacts to the planning process for all municipalities across the County of Lambton. The use of CAs to aid with planning applications is typical in rural Ontario. These organizations have staff with the prerequisite skillsets to provide assessment of proposals. This change creates a potential gap in the planning review process, which will lead to delays in application processing. There is also the potential for increased operational costs to the County and our Municipal partners in staffing or hiring out of consultants to fill this gap.

At the time of report writing, the Province released a series of regulations to implement these changes. Staff has not yet had time to fully review these regulations or consult with the applicable CAs. Staff expect that on-going dialogue will occur throughout the first quarter of 2023.

### ***Planning Act***

The most significant changes relate to the *Planning Act*. The changes centre around the following 12 different areas:

- New and revised sections related to Community Benefits Charges,
- New and revised sections related to Site Plan Control regulations,
- New and revised sections related to Parkland Dedication and Cash in Lieu,
- Elimination of the Two Year restriction on certain applications,
- New and revised sections related to Minor Variances,
- New and revised sections related to Consents,
- Minister may, by Minister Order amend an in effect Official Plan,

- New and revised sections related to Additional Residential Units,
- Exemptions of “affordable/attainable/non-profit housing units” from certain fees/charges,
- Elimination of mandatory meeting for Plan of Subdivision/Condominium,
- Modified appeal rights and party status rights for Conservation Authorities, and
- New exception to subdivision control and part lot control.

**FINANCIAL IMPLICATIONS**

Not applicable.

**CONSULTATIONS**

Staff reviewed Bill 23 and participated in a recent webinar provided by OPPI. County staff have also reviewed several circulations from a variety of legal firms for this report.

**STRATEGIC PLAN**

Application of Area of Effort #2: Communications - Providing progressive and effective communications that are relevant and clear and that promote opportunities for dialogue in order to improve collaboration and build relationships by:

- Clearly, completely, and concisely articulating County decisions and initiatives.

**CONCLUSION**

Staff will continue to monitor the implementation of Bill 23 changes. The Department will work with our local municipal partners and CAs to determine the best course for delivery of effective and timely planning reviews for considering Bill 23 changes, which may include the need for additional staffing resources or consulting services.

**Attachment 1 – Bill 23 changes details**

The following document provides additional details and commentary on the Bill 23 changes for each Act noted below:

***Development Charges Act (DCA)***

The exemption of DCs to Additional Dwelling Units (ADUs), Attainable/Affordable Housing (new definition in the DCA) and non-profit housing will provide some relief to providers to build housing. However, that relief will come at the expense of expected revenue to the Municipality to pay for future services.

DC By-laws will now have an extended life of up to 10 years. Municipalities may make changes at any time, however if fees are increased the staged implementation would kick in.

The phasing in of DCs and requirement to spend will make it virtually impossible for Municipalities to fund large scale capital projects without borrowing money – which places the debt risk firmly on ratepayers as opposed to Developers.

The mandate that Municipalities must “spend” or “allocate” 60% of water, sewer or road DC monies to specific projects will be a particular challenge. While the intention of “spend” is clear, the meaning of “allocate” is unclear – if this means that the standard practice to allocate monies to reserves remains the same or if some other process is intended. There are also no clear “consequences” if a Municipality does not follow this objective.

It should be noted that the Minister has expressed that Municipalities will be “kept whole” in terms of impacts of these changes to DCs. However, to what extent that support will be and how it will be provided has not been clarified.

***Ontario Heritage Act***

Municipalities will not be permitted to issue a notice of intention to designate a property under Part IV of the *Ontario Heritage Act* unless the property is already on the heritage register when the current 90-day requirement for *Planning Act* applications is initiated.

Additional criteria will be added, through Bill 23, for a property to be designated as a heritage property. Those criteria will be introduced through a prescribed regulation (Ontario Regulation). This change and the legislation have **not taken effect**.

Heritage registers must be reviewed, and a decision made as to whether listed properties are to be designated, and if not, they are to be removed from the register. The regulations will implement a prescribed period before a property could be reconsidered to be placed back on the register.

Heritage Conservation Districts (HCD) are a tool to designate whole streets or neighbourhoods of heritage value. New criteria will be introduced which must be met to

designate an area as an HCD. The Minister of Citizenship and Multiculturalism (MCM) is permitted to prescribe a process for Municipalities to amend or repeal HCD By-laws. The MCM, is authorized to revise the heritage standards and guidelines for the identification, protection, maintenance, use and disposal of property that is owned by the Crown or occupied by a ministry or prescribed public body that has cultural heritage value/interest. At this time, implementation of all Heritage Act amendments has **not taken effect**.

#### ***Ontario Land Tribunal Act***

The ability for the Ontario Land Tribunal (OLT) to dismiss for delay provides an additional tool for the tribunal to speed up decisions. The OLT must give notice, provide reasons and allow submissions prior to dismissing for undue delay. The OLT is being provided considerable discretion on the use of this provision, which will likely evolve as it is used.

The ability to dismiss for non-compliance to an OLT order also provides more “teeth” to procedural orders. This new tool does not impact the ability of the OLT to revise deadlines of orders when consent of parties is provided.

The most significant change is enhanced ability to award costs, which has been a significant issue of OLT matters. While no guidelines have yet been established, this requires appellants to clearly put forward a case why a project should not proceed. Using appeals as a delay tactic could be costly moving forward, where appeal rights are still available (see *Planning Act* section below).

The OLT has also been granted new abilities to create regulations to prioritize resolution of certain types of proceedings and impose timelines on the Tribunal for certain steps in the proceedings. This creates an internal accountability to create specific timelines for things, which can create better understanding of the appeal process. Implementation of the noted OLT Act changes **has not taken effect**.

#### ***Planning Act***

##### ***Community Benefits Charges (CBCs)***

The Bill 23 changes allow a Municipality to require a property owner to enter into an agreement with the owner if an in-kind contribution is made to satisfy all or part of a community benefit charge. This agreement may be registered on title against the lands to which it applies.

Bill 23 will set a maximum amount of a CBC through valuation and ratio system prescribed in the amended *Planning Act*. The CBC would apply to any new development, not if a proposal encompasses a portion of an existing building.

##### ***Site Plan Control (SPC)***

SPC has been revised to remove any residential development of not more than 10 residential units from the requirements for SPC (except for any land lease community home). Matters related to exterior design (character, scale, appearance and design

features) are also no longer subject to SPC. Limited exterior design features remain subject to SPC. These changes apply to any Site Plan submitted after November 28, 2022, when the regulations took effect.

#### *Parkland Dedication Requirements*

Parkland requirements are updated so that any municipality wishing to use the alternative rate calculation must have a park levy by-law in effect that enables this approach. The alternative rate has also been reduced, but, is typically only used in large scale major project redevelopments of 1 hectare or more. Most County of Lambton Municipalities do not use the alternative rate, using instead the standard five percent parkland dedication requirement or combo land/cash approach. The application of parkland has also been updated to exclude any situations where a development is an alteration of an existing building with dwelling units. A local municipality must also have a Parks Plan available before passing a park levy by-law.

The *Planning Act* provides reference back to definitions of “Affordable Residential Unit” and “Attainable Residential Unit” from the *Development Charges Act*. These units are exempted from parkland dedication requirements, CBCs, and DCs. This also applies to additional residential units (ADUs). Non-profit housing developments are also exempt from the above noted charges. Discounts for “affordable residential units” and “attainable residential units” is also created so that in a building that has a mix of market and then attainable/affordable units, the parkland dedication only applies to market housing.

Bill 23 also puts the Owner of the land in the position of more control over the location of parkland dedications. The parcel of land may not be in a location which is operationally convenient for a Municipality and may also be encumbered (previously it had to not be encumbered). Municipalities may need to update Official Plan policies to provide a clearer expectation of what land is considered acceptable. A dispute resolution process to the OLT has been added if the Municipality refuses to accept the land dedication. Municipalities must (each year) “spend” or “allocate” at least 60% of monies collected from Parkland into a special account for future acquisition of land for parks or for the improvement of park equipment.

#### *Two year restriction of certain applications*

The *Planning Act* has been amended to remove the prohibition against any amendment to New Official Plan, Secondary Plan or Comprehensive Zoning By-law within the first two (2) years of effect. Amendments can be made effective November 28, 2022.

#### *Minor Variances and Consents*

Minor Variance and Consent appeal rights have been changed to allow only the applicant, Minister or a specified person/public body the ability to appeal approval. Appeals from third party persons (neighbours) have been eliminated. This change includes an updated definition of specified person and is retroactive if the appeal did not have a hearing date scheduled as of October 25, 2022 or was not filed by a specified



person/public body. **Several appeal cancelation notices have been received since this provision has come into force.**

*Minister may, by Ministerial Order, amend in effect Official Plans*

The Minister now can amend an Official Plan, by order, if the Minister is of the opinion that the plan is likely to adversely affect a matter of provincial interest. The order has the same effect as an amendment adopted by Council. There is no requirement for consultation with the Municipality or right to request a hearing before the OLT on the Order.

*Additional Residential Units (ARUs)*

ARUs were implemented through the *Planning Act* some time ago as a means of creating “gentle density”. ARUs allowed the creation of additional units within single, semi-detached and row/townhomes in a manner that generally did not change the character of the neighbourhood (all modifications are typically internal). Many rural municipalities have been slow to enact provision of ARUs – this is not the case in the County of Lambton where policies have already been adopted in most of the municipalities.

Municipalities are prohibited from restricting ARUs on urban residential land (new definition: a parcel in a settlement area that is served by municipal sewer and water). Up to three (3) units can occur on an urban residential parcel being a combination of being in a detached, semi-detached or rowhouse and a detached accessory building (garage). The total number of ARUs cannot exceed three (3), plus the primary residential building. Municipalities cannot enact policy or regulations requiring more than one parking space or minimum floor area for each ARU. The Act changes also override any prohibition related to these issues in effect for an Official Plan or Zoning By-law – rendering these prohibitions to have no effect.

The Act now also enables the Minister to make regulations and standards with respect to ARUs, which could apply to all lands throughout the Province (including rural unserviced areas). Appeal rights related to ARU policies have also been removed provided the land subject to the policy is urban residential land – rural land policies may be appealed.

*Exemptions of Affordable/Attainable/Non-profit housing units from certain fees/charges*

Exemptions provided on the *Development Charges Act* are carried forward into the *Planning Act* to discount these units from things such as Parkland Dedication and Community Benefits Charges.

*Conservation Authority Appeal Rights*

Bill 23 modifies appeal rights and party status for Conservation Authorities (effective January 1, 2023). CA's may continue to appeal or seek party status to *Planning Act* matters related to the erosion hazard, flooding hazard, or dynamic beach hazard. CA's cannot appeal an Official Plan, Zoning By-law (or amendment), Minor Variance, Draft

Plan of Subdivision/Consent (conditions, lapsing, approval) unless they are the applicant. Existing appeals involving a CA may continue if already filed.

*New exception to Subdivision control and Part Lot Control*

Both Subdivision and Part Lot Control do not apply to lands that have received a site plan approval and are being leased for a land lease community for a period of not less than 21 years and not more than 49 years.

**Attachment 2 – Bill 23 implementation timeline**

The following table provides a general breakdown of the categories of changes for each Act and when those changes take effect:

<b><i>Development Charges Act</i></b>	
Exemption of DC charges to ADUs, Affordable/Attainable Residential Units, Attainable Housing, Non-profit housing and Inclusionary Housing Units	Not in effect – future implementing regulations expected.
Exclusion of background and study costs	November 28, 2022
DC By-laws can now be for up to 10 years	November 28, 2022
Interest Rate cap for Phased DCs	November 28, 2022
Phased implementation of DCs	November 28, 2022
Mandated spend/allocating of 60% of water, sewer and road monies	November 28, 2022

<b><i>Ontario Heritage Act</i></b>	
Restrictions on Notices of Intention to Designate	Not in effect – future implementing regulations expected.
Prescribed Criteria for Designation	
Removal of properties from the Registrar	
Criteria to designate a Heritage Conservation District (HCD)	
Retroactive Ministerial Review	

<b><i>Ontario Land Tribunal Act</i></b>	
Ability to dismiss for undue delay	Not in effect – future implementing regulations expected.
Ability to dismiss for non-compliance with Tribunal Order	
Enhanced ability to award costs	
New regulation-making powers.	

<b><i>Conservation Authorities Act</i></b>	
Change of Minister to Natural Resources and Forestry	November 28, 2022
CA only permitted to review and comment on proposals and applications not under certain Acts	January 1, 2023
Minister can prevent fee increases	January 1, 2023
Development authorized by the Planning Act exempt from CA in specific Municipalities	Not in effect – future implementing regulations expected.

Permits required for Community Infrastructure and Housing	November 28, 2022
Revoking of individual regulations and replacement with a single CA regulation	Not in effect – future implementing regulations expected.
Removal of consideration of “Conservation of Land” and “pollution” and replacement with “control of unstable soil or bedrock”.	Not in effect – future implementing regulations expected.

<b><i>Planning Act</i></b>	
New and revised sections for Community Benefits Charges	Not in effect – future implementing regulations expected.
New and revised sections for Site Plan Control regulations	November 28, 2022
New and revised sections related to Parkland Dedication and Cash in lieu	November 28, 2022
Elimination of two-year restriction on certain applications	November 28, 2022
New and revised sections related to Minor Variances	November 28, 2022
New and revised sections related to Consents	November 28, 2022
Minister Order may amend in effect Official Plan	Not in effect – future implementing regulations expected.
New and revised sections related to Additional Dwelling Units	November 28, 2022
Exemptions of Affordable/Attainable residential units from certain fees/charges	Not in effect – future implementing regulations expected.
Elimination of mandatory meeting for Plan of Subdivision/Condominium	November 28, 2022
Modified appeal rights and party status for Conservation Authorities	January 1, 2023
New exception to subdivision and part lot control	November 28, 2022

	<b>INFRASTRUCTURE &amp; DEVELOPMENT SERVICES DIVISION</b>
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>PLANNING AND DEVELOPMENT SERVICES</b>
<b>PREPARED BY:</b>	<b>Ken Melanson, Manager</b>
<b>REVIEWED BY:</b>	<b>Jason Cole, P. Eng., General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>3rd Quarter Statistics and Approval Authority Activity</b>

### **BACKGROUND**

The Department provides planning services for 10 of the 11 municipalities in the County of Lambton. In addition, the Department administers the functions of Emergency Management, 9-1-1/Municipal Addressing and Woodlands Conservation County-wide.

### **DISCUSSION**

The following tables sets out the number of applications that the Department received and processed in 2022 and 2021, by category.

<b>Applications</b>	<b>2022</b>	<b>2021</b>
Committee of Adjustment	57	45
Site Plan Control	1	5
Zoning By-Law Amendments	17	14
Official Plan Amendments	2	6
Woodlot Applications	0	0
Woodlot Notice of Intent to Cut	7	39
Woodlot Reviews	6	1
Letters of Compliance (Zoning Confirmations)	4	12
Plan of Subdivision/Condominium Applications	0	0
Plan of Subdivision/Condominium Extensions	1	0
Part Lot Control	0	0
Final Plan of Subdivision/Condominium Approvals	2	1
Draft Plan of Subdivision/Condominium Approvals	0	3
Plan of Subdivision/Condominium Amendments	0	0

<b>Applications</b>	<b>2022</b>	<b>2021</b>
Official Plan and Official Plan Amendment Approvals	7	5
<b>Totals</b>	<b>104</b>	<b>131</b>

**Application volumes**

Application volumes saw a modest decrease in the 3<sup>rd</sup> quarter (July 1, 2022 – September 30, 2022), which is likely due to Municipal Elections and potentially due to increasing interest rates. Despite this decrease, application volumes remain very high and continue on pace for historic levels of activity.

**Official Plan Approvals**

Several Official Plan amendments were approved over the course of the 3<sup>rd</sup> quarter. These include the following:

- An amendment to facilitate warehouse and open storage uses in Brooke-Alvinston.
- An amendment to facilitate dedication of land to the Huron Tract Land Trust Conservancy in Lambton Shores.
- An amendment to facilitate residential development in Petrolia.
- An amendment to permit the redevelopment of an existing industrial parcel in Sarnia.
- An amendment for the adaptive re-use of the Sarnia Collegiate Institute and Technical School (SCITS) property in Sarnia.
- An amendment to facilitate a new commercial/industrial building with outdoor storage in Sarnia.
- An amendment to residential to allow the reuse of a former commercial building in St. Clair.

**Final Approval of a Plan of Subdivision**

One final approval was issued for a Plan of Condominium for the Town of Plympton-Wyoming during this quarter, which was for a 15-unit condo development.

One final approval was issued for a Plan of Condominium for St. Clair Township during this quarter, which was for 66-unit condo development.  
So far this year, a record nine final approvals for Plans of Subdivision/Condominiums have been issued in 2022 with a total of 463 lots (including condo units) sent for registration. The County is expecting at least one more final approval to occur to complete 2022 with others being ready for final approval starting in 2023.

**Draft Approval of Plans of Subdivision/Condominium**

No new applications for Plans of Subdivision were received during this quarter. Staff continue to work with several landowners to scope and finalize their submissions for applications in the pre-consultation phase, throughout the County. No Plans of Subdivision or Condominium received Draft Plan approval during this quarter.

**FINANCIAL IMPLICATIONS**

Not applicable.

**CONSULTATIONS**

Municipalities, the public as well as provincial and other regulatory agencies, are routinely consulted in the planning and approval processes.

**STRATEGIC PLAN**

Application of Area of Effort #2: Communications - Providing progressive and effective communications that are relevant and clear and that promote opportunities for dialogue in order to improve collaboration and build relationships by:

- Clearly, completely, and concisely articulating County decisions and initiatives.

**CONCLUSION**

The Planning and Development Services Department will continue to provide quarterly updates for statistics and Approval Authority activity.

 <b>INFRASTRUCTURE &amp; DEVELOPMENT SERVICES DIVISION</b>	
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>PLANNING AND DEVELOPMENT SERVICES</b>
<b>PREPARED BY:</b>	<b>Ken Melanson, Manager</b>
<b>REVIEWED BY:</b>	<b>Jason Cole, P. Eng., General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>3<sup>rd</sup> Quarter 2022 Work in Progress</b>

**BACKGROUND**

The Department provides planning services for 10 of the 11 municipalities in the County of Lambton. In addition, the Department administers the functions of Emergency Management, 9-1-1/Municipal Addressing and Woodlands Conservation County-wide.

**DISCUSSION**

St. Clair Township

An Official Plan amendment and Zoning By-law to facilitate the redevelopment of an existing commercial building to allow residential conversion was completed. Several site plans continue to be reviewed and activity at the Committee of Adjustment remains high. Preparations for the kick-off meeting for the Official Plan update have commenced.

Municipality of Brooke-Alvinston

Preliminary discussions continue with regards to two proposed plans of subdivision and committee of adjustment applications.

Preparations for the kick-off meeting for the Official Plan update have commenced.

Town of Petrolia

There are seven Draft Plan of Subdivisions at various stages of the review process. County and Town staff continue to work on a collaborative approach with several developers on the East side of Petrolia to prepare joint servicing (e.g., stormwater management) and access plans. This work would enable a significant portion of lands on the East side to become open for future development.



A public meeting was conducted for official plan and zoning by-law amendments related to a future plan of subdivision on Discovery Line. Staff has been working with the owner of another draft approved plan of subdivision to clear the conditions of draft approval.

Preparations for the kick-off meeting for the Official Plan update have commenced.

#### Township of Enniskillen

The preparation of draft Official Plan and Zoning By-law Amendments related to the regulation of Cannabis cultivation has been completed. The draft OPA and ZBA were discussed at an Enniskillen Council meeting in October. Revisions are currently being made to the documents.

A Zoning By-law Amendment application has been reviewed at a public meeting is and was approved by Council.

#### Municipality of Lambton Shores

Staff continues to deal with a high volume and variety of activity, although actual applications were slightly below average this quarter. Decisions were made with respect to five minor variances, two consents, five Zoning By-law Amendments, one Official Plan Amendment, and four miscellaneous Agreements. Several other applications were heard this quarter with decisions deferred. Several site plan, zoning amendment, and official plan amendment, and plan of subdivision applications have been received but have been deemed incomplete applications.

Staff testified at an OLT hearing held October 4 through 6, 2022 regarding an appeal of Council's refusal of a Zoning By-law Amendment. A decision has not yet been delivered. Preparations for the kick-off meeting for the Official Plan update have commenced.

#### Town of Plympton-Wyoming

Work continues on 15 subdivision projects at various stages of the development process and to accept and process planning applications, including the statutory public meetings.

Town Council approved two Zoning By-law Amendments to remove the associated Holding Symbols/Zones and a second to exempt lot from Part Lot Control for the construction of a pair of semi-detached dwellings.

The Town initiated a Zoning By-law Amendment to permit 'Backyard Hens' but this was denied.

In the third quarter of 2022, there were two consent applications and one minor variance applications. No Official Plan or Zoning By-law Amendment applications were submitted to the Town during the third quarter of 2022. There was one Site Plan Approval granted in the third quarter of 2022 and one Site Plan Application continues to work through the approval process with approval anticipated in the 4th quarter.

The decisions of two Official Plan Amendments (OPA), which were denied by Town Council, have been appealed to the OLT. The first was to be heard in September 2021, however it was rescheduled and was consolidated into the OPA No. 54 (Official Plan Review) appeal. A second Case Management Conference is scheduled for October 28, 2022. No hearing has been scheduled for the second appeal.

Two appeals to the Official Plan Review (OPA No. 54) decision of the County approval authority have been received. The same Case Management Conference as mentioned above is scheduled.

#### Warwick Township

The Ontario Street Subdivision (site of former school) received Final Approval in July, with road work having been finalized in the 3<sup>rd</sup> quarter and site works anticipated to be finalized in the 4<sup>th</sup> quarter.

The Hollingsworth subdivision continues to work through the detailed engineering design and review process, with the draft subdivision agreement still being prepared. One site specific Zoning By-law amendment was approved by Township Council during the 3<sup>rd</sup> quarter.

A preliminary review of the Zoning By-law was commenced to implement policy direction from the Official Plan for Farm Lot Severances and Additional Dwelling Units. Public consultation is anticipated in the 4<sup>th</sup> quarter. Given the various site-specific amendments to the Mixed Commercial Industrial zone, an amendment is being investigated in order to better align the zone with the required needs of the municipality and the development/business community by expanding the permitted uses with initial public consultation anticipated in the 4<sup>th</sup> quarter.

#### **FINANCIAL IMPLICATIONS**

None.

#### **CONSULTATIONS**

Ongoing consultations regarding the various projects are held with municipalities, review agencies, the public as well as community and interest groups as part of the Planning application process.

#### **STRATEGIC PLAN**

Application of Area of Effort #2: Communications - Providing progressive and effective communications that are relevant and clear and that promote opportunities for dialogue in order to improve collaboration and build relationships by:

- Clearly, completely, and concisely articulating County decisions and initiatives.

Application of Area of Effort #5: Partnerships - Developing stronger relationships with community partners, municipalities, and indigenous groups as a basis to build a shared community of interest by:

- Cultivating sustainable relationships that include strategies to improve communication and understanding, provide mutual assistance on projects, and fulfill Duty to Consult obligations.

### **CONCLUSION**

The Planning and Development Services Department will continue to provide quarterly updates for statistics and Approval Authority activity.

 <div><b>INFRASTRUCTURE &amp; DEVELOPMENT SERVICES DIVISION</b></div>	
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>PLANNING AND DEVELOPMENT SERVICES</b>
<b>PREPARED BY:</b>	<b>Jay vanKlinken, Emergency Management Coordinator</b>
<b>REVIEWED BY:</b>	<b>Kenneth Melanson, Manager Jason Cole, P. Eng., General Manager Stephane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>COVID-19 Pandemic Debrief</b>

### **BACKGROUND**

In response to the spread of COVID-19 in March 2020, the County of Lambton activated its Emergency Control Group (CECG), Emergency Operations Centre (EOC), and Emergency Response Plan (ERP).

Having declared a “state of emergency” under the *Emergency Management & Civil Protection Act* (EMCPA), the CECG remained in a posture of emergency response for approximately two years, overseeing the corporation’s response to various pandemic waves, supporting the mass immunization campaign led by Lambton Public Health (LPH), and providing resource assistance to local law enforcement agencies during the freedom convoy demonstrations, among other matters.

In the Fall of 2022, County personnel met to review the CECG’s response to the COVID-19 pandemic, identifying both successes and lessons learned.

### **DISCUSSION**

The debrief is confined to actions or procedures that were under the direct purview of the County. Matters such as senior government policy decisions, responses by stakeholder organizations, and departmental Continuity of Operation Plans are considered “out of scope”.

Participants were asked to review the various prevention, mitigation, preparedness, response, and recovery activities undertaken by the County and then review the CECG’s response against the roles and responsibilities identified for the group in the County ERP.

For each activity, consideration was given to pre-incident expectations, real-world outcomes, response activities that worked well, and areas in need of improvement.

**What Went Well**

Participants noted the following actions benefitted the County in its response to the pandemic and should be considered useful for future similar events:

**Access to Personal Protective Equipment (PPE):** Because the County operates several departments or program areas that were considered “front-line” services in the response to the pandemic, the corporation was well-positioned to both access and share PPE.

**Remote Work:** Senior management was able to quickly identify positions that could work remotely. The Information Technology (IT) Department moved swiftly to acquire and deploy the necessary equipment.

**Redeployment of Staff:** The caring nature of the County workforce was noted, with many willing to be redeployed to support roles to meet the objectives of the organization.

**Volunteers:** The County was able to leverage volunteers from its Long-Term Care Division – as well as the software used to coordinate volunteerism – to provide supplement personnel to mass immunization clinics.

**“Made-in-Lambton” Solutions:** The County resisted the pressure to mirror the response strategies of other jurisdictions but instead used its knowledge of its own operations to tailor its response (i.e., vaccination policies).

**Mass Immunization:** Pre-existing relationships were identified as a benefit enabling clinics of all sizes – some requiring considerable resources (i.e., volunteer hours, security, traffic management, etc.) – to be planned effectively in collaboration with strong community partners.

**What Can Be Improved**

Participants noted the following matters posed challenges to the corporation and can be improved upon for future responses:

**Repatriation of Staff:** Planning for a return to original positions should begin shortly after the employee is originally redeployed in the first place.

**Emergency Information:** The volume, changing nature, and – at times – inconsistency of emergency information from various levels of government was challenging to present at the local level in a reliable way. The County will look for models to develop emergency information *evaluation* teams in an emergency.

**Early Monitoring:** As COVID-19 moved across the globe, public health messaging in Ontario remained status quo, but then heightened very quickly. There is a need to develop or identify an early identification and risk assessment system and to communicate changing risk accordingly.

**Access to County Resources:** There was a heavy demand to access the Medical Officer of Health, both internally and externally. The County should identify or develop best practices for sharing emergency information based on stakeholder needs, urgency of the information in-hand, and channels available for dissemination.

**Emergency Declarations:** The activation of numerous local EOCs made it difficult to determine the roles and responsibilities of each organization. If possible, reviewing roles and responsibilities in advance of the next identified incident may help provide clarity to local expectations.

### **Action Items**

CECG members committed to pursuing the following action items, resulting from the debrief.

- Identify or develop procedures that guide the repatriation of staff to their original roles following a period of emergency redeployment.
- Identify or develop methods that allow for the early detection and assessment of emerging public health risks and the communication of the same to local stakeholders.
- Establish best practices for the dissemination of emergency information, in both critical and non-critical environments, based on the needs of stakeholders, the urgency of the information in-hand, and the communication channels available.
- Explore tools and processes that would provide emergency information collation and evaluation to Communications staff.
- Update the County's Pandemic Influenza Hazard Plan with learnings realized during the COVID-19 pandemic.

### **FINANCIAL IMPLICATIONS**

There are no unbudgeted costs related to pandemic debrief activities.

### **CONSULTATIONS**

Personnel regularly attending the County EOC during the pandemic participated in the debrief.

Successes, lessons learned, and recommendations were reviewed with the General Manager, Public Health Services, and both the incoming and outgoing Chief Administrative Officer.

**STRATEGIC PLAN**

Application of Area of Effort #3: Community Development - Capitalizing on opportunities that enrich the quality of life and future of the community by:

- Actively pursuing joint opportunities with community partners that contribute to the long-term growth and well-being of the Lambton community.

Application of Area of Effort #4: Progressive Organizational Culture - Creating an organizational culture that is capable of supporting the County's vision and mission by:

- Encouraging staff participation and input through effective communication and listening.
- Actively pursuing improvements, evidenced-based practices, innovation and other supports that promote a learning and progressive organization.

**CONCLUSION**

Experiences realized during the pandemic have already been instrumental in shaping an updated County Emergency Response Plan (November 2022).

Lessons learned and action items identified during the pandemic debrief process will help to both focus and strengthen the County Emergency Control Group's response to future incidents or emergencies.



## INFRASTRUCTURE & DEVELOPMENT SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>PUBLIC WORKS</b>
<b>PREPARED BY:</b>	<b>Matt Deline, P.Eng, Manager</b>
<b>REVIEWED BY:</b>	<b>Jason Cole, P.Eng., General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>SUBJECT:</b>	<b>Intersection of County Road 22 &amp; County Road 8</b>

### **BACKGROUND**

The rural intersection of County Road 22 (London Line) and County Road 8 (Forest Road) is located south of Highway 402 and is stop controlled in the northbound and southbound directions. All intersection legs are posted at 90 kilometres per hour. The intersection has channelized right turns for southbound to westbound and westbound to northbound traffic that allow the free flow movement of traffic. The existing intersection geometry is a legacy condition from the Ministry of Transportation (MTO) who previously had jurisdiction of this intersection prior to the construction of Highway 402 and further provincial highway downloads.

In the vicinity of the intersection, London Line has an average of 1930 vehicles per day and Forest Road carries an average of 1470 vehicles per day. The corridor also serves as an Emergency Detour Route (EDR) on the occasion that Kings Highway 402 is closed to traffic in the area.

The intersection currently features oversized STOP signs, advanced STOP AHEAD signs, stop bar pavement markings and partial intersection illumination. Additionally, red solar flashers and amber solar flashers are installed above the STOP and the STOP AHEAD signs respectively.

As part of the 2022-2026 Roads Construction Program the County of Lambton is planning to complete a rehabilitation project of County Road 22 (London Line/Egremont Road) from County Road 8 (Forest Road) east to Warwick Village. As part of this project, there is a need to reconstruct the intersection of County Road 22 (London Line) at County Road 8 (Forest Road).

In planning for the reconstruction of the intersection the County Public Works Department retained the consultant CIMA+ Canada Inc. to perform an Intersection Control Study (ICS) for County Road 22 and County Road 8.



The submitted ICS took into account roadway geometry, current and future traffic volumes, and collision history to assess the traffic capacity and safety performance of the existing two-way stop control intersections.

The study also looked at other possible intersection control treatments and their predicted traffic capacity, safety performance, and construction costs. Considered alternative treatments included ALL-WAY STOP control, signalization, and roundabout concepts. The report also looked at implementation of modified pavement markings and additional signage in the short-term, as well as additional staged approaches.

### **DISCUSSION**

The existing configuration of the rural intersection of County Road 22 and County Road 8 is shown in Figure 1.



**Figure 1- Existing intersection configuration of County Road 22 & County Road 8**

When considering intersection improvements and as traffic volumes, highway geometry, collision frequency, etc. at an intersection change over time, supplementary options for intersection control are considered and analyzed against the industry warrants and justification analysis. As part of the analysis for this intersection, options reviewed included

ALL-WAY STOP control, signalization, and roundabouts and are outlined as follows and presented in Appendix A.

#### ALL-WAY STOP

Implementation of an ALL-WAY STOP intersection control is not typically utilized in rural, high-speed locations given the concern that drivers on the previous free-flow approaches may not stop as it represents conflict in driver expectation. This treatment would also introduce artificial delays to all users thereby reducing the roads' ability to perform as an arterial roadway. This is of a particular interest with County Road 22 which is the established Emergency Detour Route for Highway 402. An ALL-WAY STOP treatment at this intersection is not appropriate in the circumstance and is not considered a viable solution.

#### Signalization

While there are industry accepted justifications/warrants (i.e. Ontario Traffic Manual and Transportation Association of Canada) that determine when an ALL-WAY STOP or traffic signals should be implemented, there is currently no such provincial or federal warrant for roundabout implementation. The existing County of Lambton practice is that when an intersection triggers the warrant for traffic signals, application of a roundabout is additionally considered as an option.

#### Roundabout

Roundabouts offer several benefits over more conventional intersection control including the following:

- reduced number of conflict points;
- reduced collision frequency and severity;
- reduced travel speeds;
- improved intersection capacity; and
- environmental benefits (i.e., reduced vehicle idling, vehicle noise, fuel consumption, emissions, etc.).

However, roundabouts typically require additional property beyond the current road allowance and, initially, have a higher construction cost when compared to other intersection control options.

The following summarizes the findings of the intersection control study that was completed at the above noted intersection. The concepts for each option are appended to this report.

**A. Capacity Assessment**

The study projected 20-year traffic volumes to calculate and compare the level of service for each intersection control scenario. The capacity analysis indicated that, in all scenarios, there are no anticipated issues with motor vehicle capacity under any of the alternatives and the intersection will continue to operate at a reasonable level of service. Only the signalization alternative is expected to observe a marginal decrease in level of service during peak hour times.

**B. Safety Assessment**

The results of the safety analysis, and future safety performance, were reviewed for the intersection control options based on historic collision information. The consultant utilized this information to extrapolate 'Predicted 2031 Annual Collision Frequencies' and type. The analysis identified the lowest collision costs metrics over the 20-year study period. The ALL-WAY STOP and signalization costs were similar, and lastly the two-way Stop Control was the highest.

**C. Economic Analysis**

20-year lifecycle and socio-economic costing was included in the consultant reporting. Pre-2022 values were used to estimate construction as part of the consultant analysis, which have been adjusted to 2023 cost estimates for the purposes of this report and are presented in Table 1, below.

**Table 1: Total Study Period (20-years) Costs**

<b>COST ITEM</b>	<b>Two-Way STOP Control</b>	<b>ALL-STOP Control</b>	<b>Signalized Intersection</b>	<b>Roundabout</b>
<b>Construction</b>	\$ -	\$1,000	\$757,000	\$2,400,000
<b>Maintenance</b>	\$ -	\$ -	\$60,000	\$20,000
<b>Total Collision</b>	\$6,175,000	\$3,805,000	\$3,538,000	\$217,000
<b>TOTAL</b>	<b>\$6,175,000</b>	<b>\$3,801,000</b>	<b>\$4,355,000</b>	<b>\$2,620,000</b>

It should be noted that the above estimates are present costs and do not include the cost to acquire additional property or to relocate any affected utilities and drainage infrastructure. Additional cost considerations at the intersection are anticipated to be impacted by the following:

- Property may be required in three of the four quadrants to construct roundabout due to the limited road allowance at this intersection.
- Reconstruction of this intersection is included in the 5-Year Roads Construction Program, presenting a fixed cost associated with all options.

- There are potential conflicts with Hydro One infrastructure along the west side of the corridor, requiring relocation.

In addition to budget approval, the implementation of a roundabout would be contingent on the County acquiring adequate land from the adjacent landowners where applicable and relocating utilities, as required.

D. Recommendations

A single lane roundabout is recommended as the preferred alternative at the intersection of County Road 22 and County Road 8, pending all required land acquisitions and the resolution of any identified utility conflicts, including drainage.

The intersection is currently part of the 5-Year Roads Construction Program and the construction costs of this improvement will be partially offset by funds that would otherwise be incurred for the intersection reconstruction. Further costs will need to be viewed as an expansion of assets through other funding sources.

This project is currently included in the 2023 Draft Tangible Capital Asset (TCA) Budget. Due to the scale of the improvements, the project is currently being presented as a two-year project with land acquisitions, utility conflicts and detailed design in 2023. The remaining construction costs will be included as part of the 2024 TCA Budget. With several undetermined items within the project, actual construction may need to be deferred to the 2025 or 2026 capital construction season, pending budget approval.

Although roundabout implementation is presented as the ultimate recommended alternative, additional modifications to the existing two-way stop control intersection of County Road 22 and County Road 8 are proposed, as follows:

- Installation of left-hand STOP signs on County Road 8.
- Modification to pavement markings in the vicinity of the intersection to enhance driver awareness.
- Placement of oversized REVERSE CURVE signs on County Road 22.
- Supplement the existing INTERSECTION warning signs on County Road with flashing amber beacons.

These improvements are estimated to cost approximately \$25,000 and can be implemented as soon as practical, and when weather permits. Other alternatives reviewed included transverse rumble strips (TRS) along County Road 8, however, the County received strong opposition from the near-by residents, and this was not pursued further in accordance with the County's current policy.

**FINANCIAL IMPLICATIONS**

The estimated cost of the recommended treatment options are as follows:

**County Road 22 and County Road 8 - Roundabout Construction** - Preliminary cost estimates to construct a single lane roundabout is \$2,400,000, plus associated property, drainage and utility relocation expenses. The project will be presented as part of the Draft 2023 and 2024 County of Lambton TCA Budgets.

**County Road 22 and County Road 8 – Interim Adjustments** - Installation of left-hand STOP signs on County Road 8; modifications to pavement markings; minor sign adjustments and flashing amber beacons on the existing INTERSECTION warning signs. The estimated cost for this work is \$25,000 and will be funded from the Intersection Improvement Tangible Capital Asset (TCA) project.

Improvements for the above noted intersection will be included for approval as part of future operating and TCA budgets for County Council's consideration based on direction to proceed on an acceptable schedule.

**CONSULTATIONS**

Public Works retained an external consultant, CIMA+ Canada Inc., to conduct an intersection control study at the noted intersection. The County consulted with Lambton OPP regarding current functionality, collision history and options contained in this report.

**STRATEGIC PLAN**

Application of Area of Effort #3: Community Development - Capitalizing on opportunities that enrich the quality of life and future prospects of the community by:

- Actively pursuing joint opportunities with our community partners that contribute to the long-term growth and well-being of the Lambton community.
- Developing policies and practices that bolster and safeguard municipal infrastructure.

**CONCLUSION**

The intersection control study at County Road 22 and County Road 8 looked at the existing roadway geometry, traffic volumes, and collision history to assess the traffic capacity and safety performance of the existing two-way stop control intersection. Possible intersection control treatments (i.e. ALL-WAY STOP control, signalization, & roundabout) and their predicted traffic capacity, safety performance, and construction costs were compared as part of the study.

Capacity at the intersection will continue to operate at an acceptable level of service under all options. The implementation of a roundabout is expected to perform better from a safety perspective but incur a higher direct capital cost to implement. Further to this, the current lands available at the intersection, the existing roadway configuration (i.e. former MTO intersection, etc.) and the need for other capital improvements needed at this location also supports the recommendation for a roundabout at this intersection.

**RECOMMENDATIONS**

- a) That the preferred intersection control treatment at the intersection of County Road 22 (London Line) and County Road 8 (Forest Road) be identified as a single lane roundabout, subject to the required property acquisitions and the resolution of any utility conflicts, and that a project be presented as part of the 2023 capital budget.
- b) That the existing two-way STOP control be maintained at the intersection of County Road 22 (London Line) and County Road 8 (Forest Road) until the roundabout can be constructed and the County implement the following measures with funding from the existing Intersection Improvement Tangible Capital Asset Project (RDS-30701):
- Left-hand STOP signs on County Road 8 - Forest Road;
  - Modified & supplementary pavement markings in the vicinity of the intersection;
  - Two (2) oversized REVERSE CURVE signs on County Road 22 – London Line; and,
  - Supplement the existing INTERSECTION warning signs on County Road 22 - London Line with flashing amber beacons.

Intersection of County Road 22 & County Road 8 (page 8)

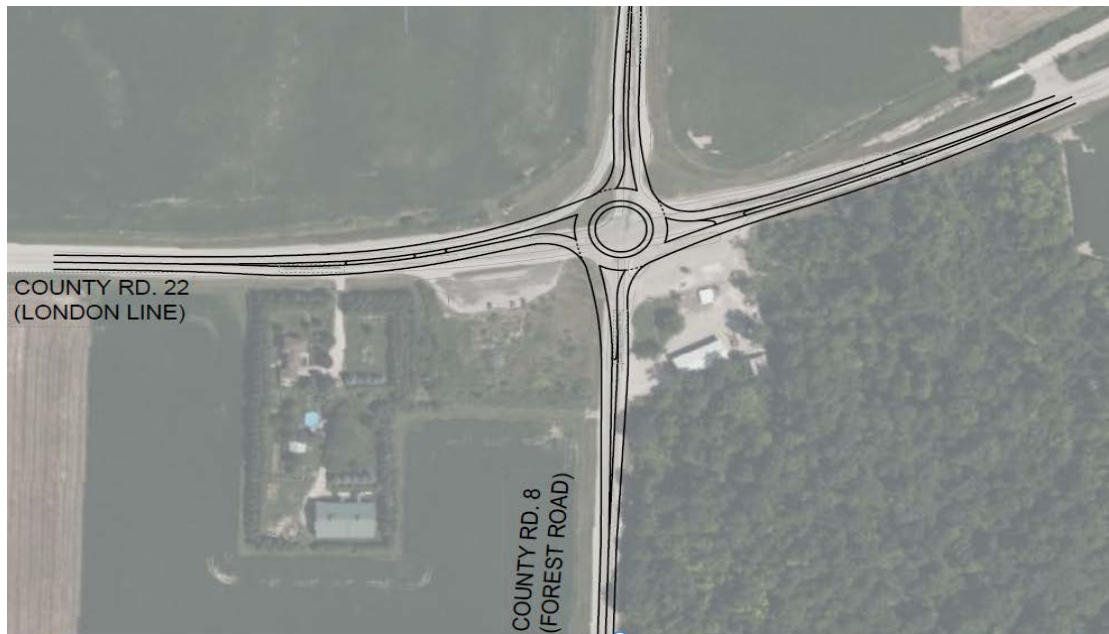
January 18, 2023

**APPENDIX A - INTERSECTION OPTIONS**

**County Road 22 at County Road 8 - Reviewed Alternatives**



***Figure 1.1: Traffic signals with opposing left hand turn lanes at the intersection***



***Figure 1.2: Single lane roundabout concept at the intersection***





**Figure 1.3: DRAFT - Modified Pavement Markings**



## INFRASTRUCTURE & DEVELOPMENT SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>PUBLIC WORKS</b>
<b>PREPARED BY:</b>	<b>Matt Deline, P.Eng., Manager</b>
<b>REVIEWED BY:</b>	<b>Jason Cole, P. Eng., General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>SUBJECT:</b>	<b>Speed Limit Reviews – Various Locations along County Road Network</b>

### **BACKGROUND**

The County of Lambton's road network is a large, diverse system, with varying conditions that include multiple types of road users, topography, surface types, road conditions and land uses. The network consists of both urban and rural sections.

The County of Lambton has historically received requests from area residents, as well as resolutions from local municipalities to lower or raise the posted regulatory speed limits on the County Road Network. Additionally, traffic concerns can be identified by Staff, County Council, Local Municipal Council, Local Municipal Staff, Enforcement Agencies, residents, etc. Requests are reviewed as per the [County's Speed Limit Review Policy](#) that was approved by [County Council in 2019](#). Should the road section in question meet the eligibility defined in the policy, the review continues, if it does not, the assessment (Speed Limit Review study) is discontinued.

A Speed Limit Review Study is a review of the operating characteristics and infrastructure information for a roadway to determine the appropriate speed limit. The purpose of the policy is to provide County Staff with a standardized and transparent framework to assess, review, and implement appropriate speed limits on County Roads.

### **DISCUSSION**

A Speed Limit Review Study is a review of the operating characteristics and infrastructure information for a roadway to determine the appropriate speed limit. The purpose of the policy is to provide County Staff with a standardized and transparent framework to assess, review, and implement appropriate speed limits on County Roads. The approach considers roadside environment, access density, roadway alignment, lane widths, pedestrian and cyclist activity and pavement condition. Speed limit reviews are initiated periodically and/or if traffic related concerns are identified on a particular road segment.

Over the last year or so the County Public Works Department has received several external inquiries related to speed limits across the County Road network. Additionally, staff have noted particular County Road segments that require review related to general housekeeping items and have identified road segments eligible for speed limit reviews.

Several elements that have impacted the assessments include the capital roads construction program, pandemic related traffic data variations, and staffing capacity to assess and review the inquiries. The areas requiring housekeeping changes are as follows:

County Road 1 (Lambton Line/Broadway Street) – currently the By-Law identifies a speed limit of 60 km/h into the Community of Port Lambton. The speed limits indicated by the signs in the field along the roadway, which differ from the current By-Law, are correct and will be updated to reflect the following:

County Road No.	Road Name	From (Road Description)		To (Road Description)	Speed km/h
CR 01	Broadway Street / West Lambton Line	East Edge of St. Clair Parkway	to	295 m East of Salisbury Street	50
CR 01	Broadway Street / West Lambton Line	295 m East of Salisbury Street	to	900 metre transition zone	60
CR 01	West Lambton Line/ Lambton Line	1195 m East of Salisbury Street	to	Kings Highway No. 40	80

The following road segments were assessed as per the County of Lambton's Speed Limit Review Policy with the following recommendations:

County Road No.	County Road Name	From (Road Description)	To (Road Description)	Current Speed Limit (km/h)	Recommended Speed Limit (km/h)
CR 02	Bentpath Line	East limit of Enbridge Gas Facility	370 m East of existing 70km/h	90	70
CR 08	Forest Road	County Road 22 (London Line)	Kings Highway No. 402	90	80
CR 22	London Line	750 m west of County Road 21 (Oil Heritage Road)	750 m east of County Road 21 (Oil Heritage Road)	90	70
CR 28	Holt Line	Kings Highway No. 40	800 m East of St. Clair Parkway	90	80
CR 30	Oil Heritage Road	Kings Highway No. 402	County Road 7 (Lakeshore Road)	90	80
CR 36	Bickford Line	Kings Highway No. 40	East Edge of St. Clair Parkway	90	80
CR 79	Nauvoo Road	Shiloh Line	North of Rokeby Line	90	90

The locations above have been assessed using the Speed Limit Review Policy. The details of the review are as follows:

- County Road 2 (Bentpath Line) – Enbridge Gas reached out to the County to discuss the speed limit at the east end of their Dawn Facility on County Road 2 (Bentpath Line). Based on the assessment it is recommended that the current 70 km/h speed limit through the facility be extended to the east approximately 370 metres.
- County Road 8 (Forest Road) – due to the proximity of the interchange of King's Highways 402 and 21 to this northern stretch of County Road 8 (Forest Road), it was assessed. With the posted speed limit along the corridor of Highway 21 being 80 km/h, it is recommended that the speed limit on County Road 8 (Forest Road) from the interchange to County Road 22 (London Line) be reduced to 80 km/h. County Road 8 (Forest Road), south of County Road 22 (London Line) to County Road 4 (Petrolia Line) will see no changes to the posted speed limit.
- County Road 22 (London Line) – based on the results of the assessment, the 70 km/h speed limit on either side of County Road 21 (Oil Heritage Road) will be extended from 455 metres each way of the intersection to approximately 750 metres each way.
- County Road 28 (Holt Line) – the review of this corridor was completed to provide consistency from the posted speed limit from Kings Highway 40 west towards St. Clair Parkway. It is recommended that the 90 km/h posted speed limit be changed to 80 km/h in its entirety along this corridor. The existing 60 km/h zone will remain the same. The speed reduction will also change the road classification from a Class 3 to a Class 4 as per the Minimum Maintenance Standard (MMS).
- County Road 30 (Oil Heritage Road) – the posted speed limit through this corridor was assessed recently due to completion of the capital improvements that includes partially paved shoulders through the corridor. It is recommended that the existing posted speed limit of 90 km/h, from the existing 70 km/h north of Highway 402, north to County Road 7 (Lakeshore Road) be changed to 80 km/h in its entirety, and all supplementary signs be relocated accordingly.
- County Road 36 (Bickford Line) – the review of this corridor was completed to provide consistency from the posted speed limit from Kings Highway 40 west towards St. Clair Parkway. It is recommended that the 90 km/h speed limit be changed to 80 km/h in its entirety along this corridor.
- County Road 79 (Nauvoo Road) – a request was submitted to reduce the posted speed limit from Shiloh Line to Petrolia Line. There is no merit to review or adjust the speed. It will remain 90 km/h through this corridor.

**FINANCIAL IMPLICATIONS**

Funding to modify ALL signage related to the speed limit changes that have been recommended as part of this report are available in the County of Lambton 2023 Roads Operations Draft Budget.

**CONSULTATIONS**

As part of these reviews, the County Public Works Staff has consulted various local municipal partners, and the Ontario Provincial Police (OPP).

**STRATEGIC PLAN**

Application of Area of Effort #3: Community Development - Capitalizing on opportunities that enrich the quality of life and future of the community by:

- Promoting policies and strategies that protect environmental resources and support the area's quality of life and economic development potential, allowing us to pass these resources on intact to future generations.
- Actively pursuing joint opportunities with community partners that contribute to the long-term growth and well-being of the Lambton community.
- Implementing and strengthening of the County's sustainability plan.
- Developing policies and practices that bolster and safeguard municipal infrastructure.

**CONCLUSION**

Speed limits on County Roads are established based on the guidelines and best practices set out by Transportation Association of Canada (TAC) and Ministry of Transportation (MTO) and are assessed through the [County's Speed Limit Review Policy](#). A plan showing the proposed posted speed limit modifications is attached to this report.

Excerpts of the proposed changes for Schedule A has been attached as Appendix A to this report. The amending By-Law for the "Repeal and Replace Schedule "A" of By-Law No. 19 of 2016", with a completed Schedule A will be provided for Council review and approval at a subsequent meeting.

**RECOMMENDATIONS**

- a) **That the appropriate By-Law be presented to Council to repeal and replace only Schedule A of By-Law No. 19 of 2016 with the revised Appendix A attached hereto.**

Speed Limit Reviews – Various Locations along County Road Network (page 5)

January 18, 2023

- b) That the appropriate By-Law be presented to County Council for its consideration and approval.**

**Appendix A – Update to By-Law 19 of 2016**

County Road No.	Road Name	Runs	From (Road Description)		To (Road Description)	Speed km/h
CR 01	Broadway Street / West Lambton Line	W/E	East Edge of St. Clair Parkway	to	295 m East of Salisbury Street	50
CR 01	Broadway Street / West Lambton Line	W/E	295 m East of Salisbury Street	to	900 metre transition zone	60
CR 01	Lambton Line	W/E	1195 m East of Salisbury Street	to	Kings Highway No. 40	80
CR 02	Bentpath Line	W/E	600 m West of CR 26 (Mandaumin Road)	to	1090 m East of Dawn Valley Road	70
CR 02	Bentpath Line	W/E	1090 m East of Dawn Valley Road	to	810 m West of Oakdale Road	90
CR 08	Forest Road	S/N	North Edge of County Road 4 (Petrolia Line)	to	South Edge of County Road 22 (London Line)	90
CR 08	Forest Road	S/N	South Edge of County Road 22 (London Line)	to	1250 m North of Centreline of County Road 22 (London Line)	80
CR 22	London Line	W/E	50 m East of Centreline of County Road 26 (Mandaumin Road)	to	750 m West of Centreline of County Road 21 (Oil Heritage Road)	90
CR 22	London Line	W/E	750 m West of Centreline of County Road 21 (Oil Heritage Road)	to	750 m East of Centreline of County Road 21 (Oil Heritage Road)	70
CR 22	London Line	W/E	750 m East of Centreline of County Road 21 (Oil Heritage Road)	to	560 m West of Centreline of Warwick Village Road	90
CR 28	Holt Line	W/E	800 m East of East Edge of St. Clair Parkway	to	West Edge of Kings Highway No. 40	80
CR 30	Oil Heritage Road	S/N	670 m North of Centreline of Westbound Lane of King's Highway No. 402	to	South Edge of County Road 7 (Lakeshore Road)	80
CR 36	Bickford Line	W/E	East Edge of St. Clair Parkway	to	West Edge of Kings Highway No. 40	80





# County of Lambton Speed Limit Reviews Figure 1 - Modifications

## Proposed Posted Speed Zone Modifications

- A County Road 01 (Lambton Line/Broadway Street)**  
Addition of 955 metre 50km/h Zone starting at St. Clair Parkway through Port Lambton (Housekeeping to capture as properly and currently signed)
- B County Road 02 (Bentpath Line)**  
370 metre extension to the east limit of the existing 70km/h Zone along the Enbridge Gas - Dawn Facility
- C County Road 08 (Forest Road)**  
Modifying the Speed Limit from 90km/h to 80km/h from County Road 22 (London Line) northerly to the County/King's Highway 21 jurisdiction limits
- D County Road 22 (London Line)**  
295 metre extensions to the east and west limits of the 70km/h Zone through Reece's Corners (1500m Overall)
- E County Road 28 (Holt Line)**  
Modifying the existing Speed Limit Zone from 90km/h to 80km/h
- F County Road 30 (Oil Heritage Road)**  
Modifying the existing Speed Limit Zone from 90km/h to 80km/h
- G County Road 36 (Bickford Line)**  
Modifying the existing Speed Limit Zone from 90km/h to 80km/h

Posted Speeds (County Roadways)

40km/h

50km/h

60km/h

70km/h

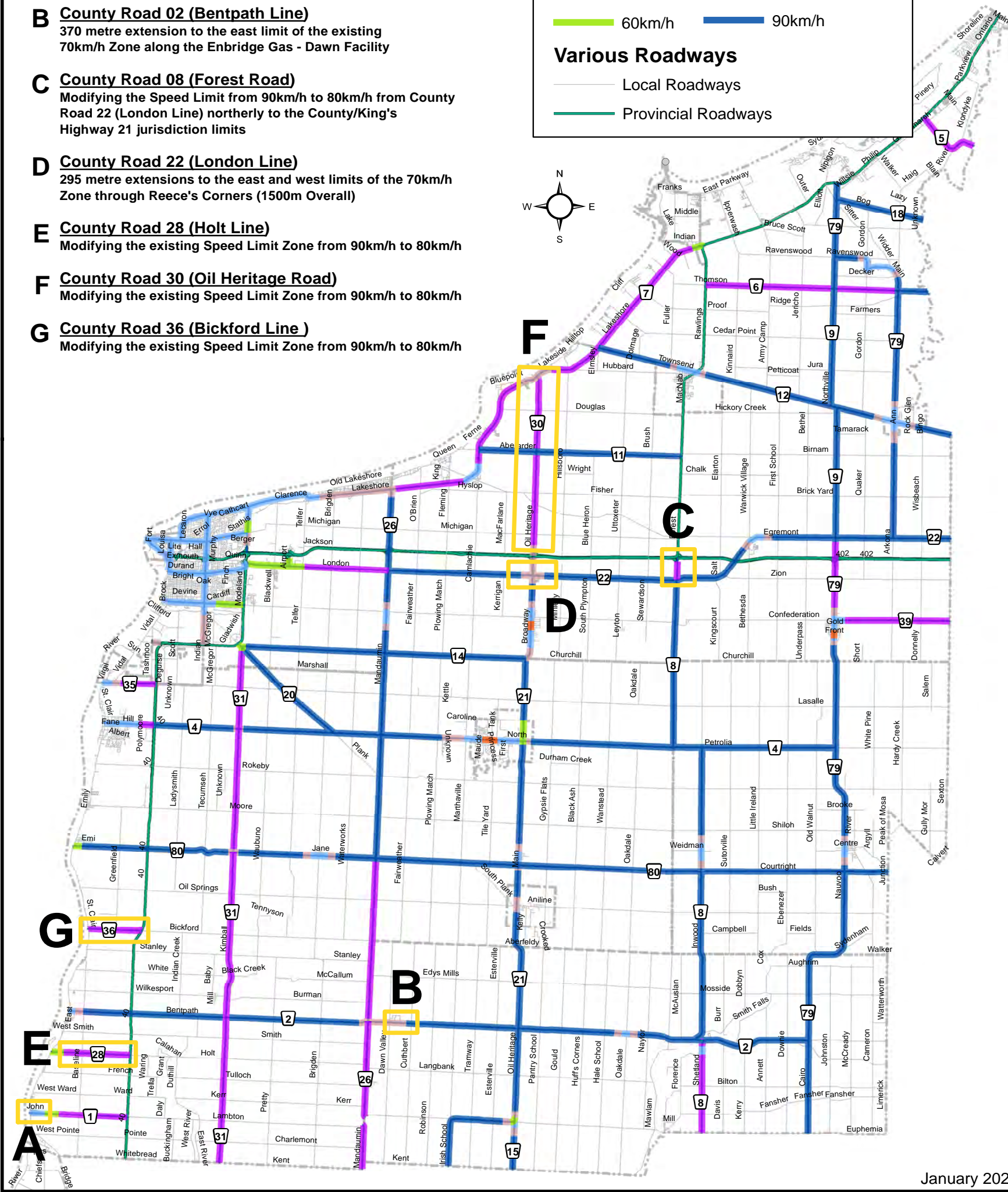
80km/h

90km/h

Various Roadways

Local Roadways

Provincial Roadways



January 2023





519-258-2146 | [www.wechu.org](http://www.wechu.org)

BOH 02-07-23

Windsor 1005 Ouellette Avenue, Windsor, ON N9A 4J8  
 Essex 360 Fairview Avenue West, Suite 215, Essex, ON N8M 3G4  
 Leamington 33 Princess Street, Leamington, ON N8H 5C5

October 28, 2022

The Honorable Sylvia Jones  
 Minister of Health and Deputy Premier  
 777 Bay Street, 5<sup>th</sup> Floor  
 Toronto, ON M7A 1E9

Dear Minister Jones:

On October 20, 2022, the Windsor-Essex County Board of Health passed the following Resolution regarding the **Inclusion of Language Interpretation and Translation Services to the Healthy Smiles Ontario (HSO) Fee Guide**. **WECHU's resolution as outlined below recognizes that oral health is important to overall health and well-being. Access to prevention and treatment-based dental care is recognized as a basic human right for children and youth. Given the emergence of remote/virtual translation supports in recent years, this mechanism serves as an effective way to reduce barriers for children and youth access to oral health treatment. The Windsor-Essex County Board of Health therefore recommends the province of Ontario include billing options for translation and interpretation services in the Health Smiles Ontario Fee Guide.**

**Windsor-Essex County Health Unit Board of Health**  
**RECOMMENDATION/RESOLUTION REPORT**  
**Inclusion of Language Interpretation and Translation Services to the**  
**Healthy Smiles Ontario Fee Guide**  
**October 20, 2022**

**ISSUE/PURPOSE**

The *Healthy Smiles Ontario* (HSO) program is a publically-funded dental care program for children and youth 17 years old and under which provides free preventive, routine, and emergency dental services to those who can not otherwise afford it. The *Healthy Smiles Ontario Schedule of Dental Services and Fees for Dentist Providers (HSO Fee Guide)* is an administrative tool distributed to dentists, so that they can provide services to clients in the HSO program and bill for these services.

Although limited English language skills have been identified as a key barrier to preventive dental health care utilization (Mehra, Costanian, Khanna, et al, 2019), language interpretation and translation services are not included in the HSO Fee Guide. Almost a quarter (22%) of Windsor and Essex County's population is comprised of immigrants or refugees ('newcomers') (Statistics Canada, 2016), with 14% of residents most often speaking a language outside of English at home (Statistics Canada, 2021).

The impact of language as a barrier to accessing dental care may be reduced by having access to language interpretation and translation services (Reza, Amin, Srgo et al., 2016). As community dentists are not required to accept HSO as a form of payment, this can already be a significant barrier to accessing services. In Windsor and Essex County, patients have been turned away due to an inability to access translation services. This is understandable, as a patient or guardian needs to be able to provide consent and understand what is involved in treatment. Changes to the funding for HSO, by covering the costs associated with remote interpretation services

(i.e., interpretation services that are accessible from a phone, mobile device, or computer) would remove one more of the existing barriers to service.

### **BACKGROUND**

Oral health is important to overall health and well-being for children and youth. Poor dental health can lead to negative health and social outcomes for young people, and is important to many aspects of a child's development (Rowan-Legg, 2013). One significant oral health concern in children is early childhood caries (ECC) which is decay involving the primary teeth in children younger than 6 years of age. Ethnicity and newcomer status are considered risk factors for ECC with evidence demonstrating that children of recent immigrants and refugees have higher rates of caries and lower rates of preventative dental visits, compared to Canadian-born children (Reza, Amin, Srgo et al., 2016). Newcomer families may lack knowledge about publicly funded dental programs, lack dental health insurance, and have poor oral hygiene, which together can increase the risk and prevalence of oral health issues (Salami, Olukotun, Vastani, et al. 2022). Newcomers may also frequently face other social, cultural, economic, and language barriers to preventive dental health care utilization (Mehra, Costanian, Khanna, et al, 2019). Specifically, limited English skills have been associated with less use of dental care services, as well as challenges with communication with healthcare providers. Language issues may also interact with other known barriers to dental care for newcomers, such as household income and parental education (Reza, Amin, Srgo et al., 2016).

The impact of language, as a barrier to dental health care may be reduced by having access to language interpretation and translation services (Reza, Amin, Srgo et al., 2016). It has been suggested that both dental visits and other oral health promotion efforts for newcomer families would be more impactful if public health organizations and private dental offices, could have access to interpreting services (Amin, Elyasi, Schroth, et al., 2014). Given the important role that parents and caregivers can play in a child's oral health, any efforts to improve the oral health literacy of newcomer families, could be considered an important support for those seeking access to services through the HSO program. .

Expansion of public dental programs such as Healthy Smiles Ontario to priority populations has been identified as a key goal of the Windsor-Essex County Health Unit (WECHU). Given the growing urgent need and increase in dental decay among vulnerable children in Windsor-Essex (WECHU, 2018) and recognizing the existing barriers to access to care, the WECHU recommends that fees associated with language interpretation and translation services be included in publicly funded dental programs, such as the Healthy Smiles Ontario program.

### **PROPOSED MOTION**

**Whereas**, oral health is important to overall health and well-being. Access to preventive and treatment-based dental care is recognized as a basic human right for children and youth; and

**Whereas**, in Ontario, while many groups of children continue to have elevated rates of early childhood caries, specific groups of children are disproportionately affected, including those that are newcomers; and

**Whereas**, the publically funded *Healthy Smiles Ontario* dental program is intended to reduce overall inequity in access to preventative and affordable dental care for all young people under the age of 18, who do not have access to dental insurance or any other government programs; and

**Whereas**, the Windsor Essex County Health Unit recognizes the diversity of its residents, in that newcomers make up almost a quarter of the population in its jurisdiction and the important role that the HSO program plays in helping vulnerable children access preventative and emergency dental care; and

**Whereas**, numerous studies and research reports have indicated the urgent need to transform the current oral care health system, including providing equitable access to newcomers by addressing language obstacles;

**Now therefore be it resolved** that the Windsor-Essex County Board of Health recommends the province of Ontario include billing options for translation and interpretation services in the *Healthy Smiles Ontario Fee Guide*; and

**FURTHER THAT**, while there is a variety of modalities of interpretation, it is *remote interpretation services*, accessible 24/7 from a phone, mobile device, or computer, that should be considered as a useful and affordable option; and

**FURTHER THAT** this resolution be shared with the Ontario Minister of Health, the Chief Medical Officer of Health, the Association of Public Health Agencies, Ontario Boards of Health, the Essex County Dental Society, the Ontario Association of Public Health Dentistry, the Ontario Dental Association and local municipalities and stakeholders.

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#### *References*

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We would be pleased to discuss this resolution with you and thank you for your consideration.

Sincerely,



Gary McNamara  
Chair, Board of Health



Dr. Kenneth Blanchette  
Chief Executive Officer

- c: Sylvia Jones, Minister of Health, Ministry of Health  
Dr. Kieran Moore, Chief Medical Officer of Health, Ministry of Health  
Association of Local Public Health Agencies – Loretta Ryan  
Association of Municipalities of Ontario  
Ontario Association of Public Health Dentistry  
Ontario Boards of Health  
WECHU Board of Health  
Corporation of the City of Windsor – Clerk's office  
Corporation of the County of Essex – Clerk's office

December 7, 2022

Sent via Email:

[elizabeth.walker@ontario.ca](mailto:elizabeth.walker@ontario.ca);  
[brent.feeney@ontario.ca](mailto:brent.feeney@ontario.ca)

Ms. Elizabeth Walker  
Director, Accountability and Liaison

Mr. Brent Feeney  
Manager, Funding and Oversight, Accountability and Liaison Branch

Office of the Chief Medical Officer of Health, Public Health  
Ministry of Health  
393 University Avenue, Suite 2100  
Toronto, ON M7A 2J3

Dear Liz and Brent,

On behalf of the Association of Ontario Public Health Business Administrators, I am writing to you today in relation to a request from the Association of Ontario Public Health Epidemiologists in Ontario (APHEO) seeking one-time funding for local public health units to successfully develop and implement a new database system for Diseases of Public Health Significance.

This new database system has significant and exciting potential and resourcing its development and implementation is key to its success. We encourage the Ministry of Health to resource local public health agencies with funding similar to the one-time funding availability during the development and implementation of panorama several years ago. This additional time-limited funding will enable public health units to contribute to its development and ensure its successful implementation that will ultimately benefit all Ontarians.

If you have any questions concerning the above, kindly contact me at 519-318-0715 or [cstjohn@swpublichealth.ca](mailto:cstjohn@swpublichealth.ca) and I thank you for your attention to this matter.

Sincerely,



Cynthia St. John  
President  
Association of Ontario Public Health Business Administrators (AOPHBA)

- c. E. Clark, President, Association of Public Health Epidemiologists of Ontario (APHEO)  
L. Ryan, Executive Director, Association of Local Public Health Agencies (aLPHa)  
AOPHBA members



BOH 02-09-23



December 30, 2022

VIA ELECTRONIC MAIL

Directors of Education, Local School Boards  
Sports and Recreation Organizations  
Early Learning Centres

Dear Recipient:

**Re: Physical Literacy for Healthy Active Children**

At its meeting on October 20, 2022, the Board of Health carried the following resolution #29-22:

*WHEREAS being physically active every day helps children and youth perform better in school, learn new skills, build strong muscles, improve blood pressure and aerobic fitness, strengthen bones and reduce the risk of depression<sup>i</sup>; and*

*WHEREAS the implementation of stay-at-home orders, closures of schools, and indoor and outdoor spaces to mitigate the spread of COVID-19 is the reduction of physical activity levels in all age groups<sup>ii</sup>; the percentage of youth meeting the Canadian physical activity recommendations for children and youth fell from 50.8% in 2018 to 37.2% in 2020<sup>iii</sup>; and*

*WHEREAS the Government of Canada's national policy document Common Vision for Increasing Physical Activity and Reducing Sedentary Living in Canada: Let's Get Moving identifies physical literacy as the foundation for an active lifestyle<sup>iv</sup>. Studies show that children who have high physical literacy scores are more likely to meet national physical activity or sedentary behaviour guidelines<sup>v</sup>; and*

*WHEREAS physically literate individuals have been shown to have the motivation, confidence, physical competence,*

**Sudbury**

1300 rue Paris Street  
Sudbury ON P3E 3A3  
t: 705.522.9200  
f: 705.522.5182

**Elm Place**

10 rue Elm Street  
Unit / Unité 130  
Sudbury ON P3C 5N3  
t: 705.522.9200  
f: 705.677.9611

**Sudbury East / Sudbury-Est**

1 rue King Street  
Box / Boîte 58  
St.-Charles ON P0M 2W0  
t: 705.222.9201  
f: 705.867.0474

**Espanola**

800 rue Centre Street  
Unit / Unité 100 C  
Espanola ON P5E 1J3  
t: 705.222.9202  
f: 705.869.5583

**Île Manitoulin Island**

6163 Highway / Route 542  
Box / Boîte 87  
Mindemoya ON P0P 1S0  
t: 705.370.9200  
f: 705.377.5580

**Chapleau**

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Box / Boîte 485  
Chapleau ON P0M 1K0  
t: 705.860.9200  
f: 705.864.0820

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Healthier communities for all.  
Des communautés plus saines pour tous.

Letter Re: Physical Literacy for Healthy Active Children

December 30, 2022

Page 2

*knowledge and understanding to value and take responsibility for engaging in physical activities for life<sup>vi</sup> and these skills help them make healthy, active choices that are both beneficial to and respectful of their whole self, others, and their environment<sup>vii</sup>; and*

*WHEREAS the school community offers one of the best opportunities to improve the quality of sport and physical activity participation for children and youth; and*

*WHEREAS the Ontario Public Health Standards require that: “community partners have the knowledge of and increased capacity to act on the factors associated with the prevention of chronic diseases and promotion of wellbeing, including healthy living behaviours, healthy public policy, and creating supportive environments.”<sup>viii</sup> This includes knowledge of the importance and impact of physical literacy on increasing physical activity participation thereby reducing the risk of chronic disease;*

*THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts encourage all area school boards, sport and recreation organizations, and early learning centres to work to improve physical activity levels among children and youth across Sudbury and districts, including through collaboration with Sport for Life Society, Active Sudbury and Public Health Sudbury & Districts, agencies that provide comprehensive physical literacy training to teachers, coaches, recreation providers and early childhood educators; and*

*FURTHER THAT a copy of this motion be shared with the Sport for Life Society, Active Sudbury, local members of Provincial Parliament, all Ontario Boards of Health, and area school boards, early learning centres and sport and recreation organizations.*

As we look ahead to increase physical activity and to decrease sedentary behaviours in the population; the need for improving physical literacy is greater than ever before. It is crucial that we embrace physical literacy as a catalyst for children and youth to be active and healthy. We know that *it takes a village to raise a child* and the collaboration of multiple sectors to embed physical literacy development in plans, programs, and policies. Therefore the Board of Health for Sudbury & Districts encourages all area school boards, sport and recreation organizations, and early learning centres across Sudbury and districts to work to

Letter Re: Physical Literacy for Healthy Active Children  
December 30, 2022  
Page 3

improve physical activity levels among children and youth through collaboration with agencies that provide comprehensive physical literacy programming, including the Sport for Life Society, Active Sudbury and Public Health Sudbury & Districts.

Sincerely,



Penny Sutcliffe, MD, MHSc, FRCPC  
Medical Officer of Health and Chief Executive Officer

cc: Dr. Kieran Moore, Chief Medical Officer of Health  
Loretta Ryan, Association of Local Public Health Agencies  
France Gélinas, Member of Provincial Parliament, Nickel Belt  
Jamie West, Member of Provincial Parliament, Sudbury  
Michael Mantha, Member of Provincial Parliament, Algoma-Manitoulin  
All Ontario Boards of Health  
Constituent Municipalities

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<sup>i</sup> Centre for Disease Control and Prevention. Healthy Benefits of Physical Activity for Children (2021). Taken from: <https://www.cdc.gov/physicalactivity/basics/adults/health-benefits-of-physical-activity-for-children.html>

<sup>ii</sup> Science Table. The Impact of Physical Activity on mental Health Outcomes during the COVID-19 Pandemic. (2022) taken from : [The Impact of Physical Activity on Mental Health Outcomes during the COVID-19 Pandemic - Ontario COVID-19 Science Advisory Table \(covid19-sciencetable.ca\)](https://covid19-sciencetable.ca/The-Impact-of-Physical-Activity-on-Mental-Health-Outcomes-during-the-COVID-19-Pandemic-Ontario-COVID-19-Science-Advisory-Table)

<sup>iii</sup> Statistics Canada. The unequal impact of the COVID-19 pandemic on the physical activity habits of Canadians. (2022) Taken from: <https://www150.statcan.gc.ca/n1/pub/82-003-x/2022005/article/00003-eng.htm>

<sup>iv</sup> Government of Canada. A common Vision for increasing physical activity and reducing sedentary living in Canada: Let's Get Moving. (2018) Taken from: <https://www.canada.ca/en/public-health/services/publications/healthy-living/lets-get-moving.html>

<sup>v</sup> Tremblay MS, Longmuir PE, Barnes JD, Belanger K, Anderson KD, Bruner B, Copeland JL, Delisle Nyström C, Gregg MJ, Hall N, Kolen AM, Lane KN, Law B, MacDonald DJ, Martin LJ, Saunders TJ, Sheehan D, Stone MR, Woodruff SJ. Physical literacy levels of Canadian children aged 8-12 years: Descriptive and normative results from the RBC Learn to Play-CAPL project. BMC Public Health. 2018;18(Suppl 2):1036.

<sup>vi</sup> The International Physical Literacy Association, May 2014. Taken from: <https://physicalliteracy.ca/physical-literacy/>

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<sup>vii</sup> Government of Ontario HEALTH AND PHYSICAL EDUCATION, 2019 | The Ontario Curriculum, Grades 1–8. 2019 taken from: <https://preview-assets-us-01.kc-usercontent.com/fbd574c4-da36-0066-a0c5-849ffb2de96e/db4cea83-51a1-458d-838a-4c31be56bc35/2019-health-pysical-education-elem-PUBLIC.pdf>

<sup>viii</sup> Government of Ontario. (June, 2021) Ontario Public Health Standards: requirements for Programs, Services and Accountability. Taken from: [https://www.health.gov.on.ca/en/pro/programs/publichealth/oph\\_standards/](https://www.health.gov.on.ca/en/pro/programs/publichealth/oph_standards/)





## **PUBLIC HEALTH SERVICES DIVISION**

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>LAMBTON PUBLIC HEALTH</b>
<b>PREPARED BY:</b>	<b>Kevin Churchill, Manager Clinical and Family Services Jennifer Beaubien, Supervisor Clinical and Family Services</b>
<b>REVIEWED BY:</b>	<b>Andrew Taylor, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>Breastfeeding Promotion Update</b>

### **BACKGROUND**

The Ontario Public Health Standards (OPHS) goal for Healthy Growth and Development is: *to achieve optimal preconception, pregnancy, newborn, child, youth, parental, and family health*. As a requirement of the OPHS we must look at the local needs in terms of breastfeeding and from Better Outcomes Registry Network (BORN) data. From the most recent data, we know that 77% of Lambton County mothers intend to breastfeed their infant exclusively, but this number drops off to about 58% of new mothers exclusively breastfeeding within five days of birth. Given the compelling evidence on the importance of breastfeeding in healthy growth and development, Lambton Public Health (LPH) has identified increasing breastfeeding initiation and duration as a priority through our integrated planning process. LPH staff have put in place a wide variety of opportunities to support new moms with breastfeeding.

For a period of time between March 2020 and June 2022, some activities supporting breastfeeding were suspended in order to support the pandemic response. This report will provide an update on Lambton Public Health's Breastfeeding support activities and plans for 2023.

### **DISCUSSION**

Pre-pandemic, Lambton Public Health Nurses (PHN's) provided infant feeding support in a variety of settings, including support in the hospital, at home, in our Point Edward office and at 18 drop-in locations throughout the County. In February 2022, Staff conducted in hospital and in home visits to clients and also resumed breastfeeding support services at home. Drop-ins continue to be affected by the pandemic as many of the locations have limited access, but we expect this to return to pre-pandemic levels in 2023.

Every day from Monday to Friday, a PHN attends the Maternal Infant Department at Bluewater Health to visit all new parents who consent to our services. PHNs make these visits to offer assistance with breastfeeding support and to inform parents that we are available to support them once they leave the hospital. Our Family Health Line phone number is provided to all parents for a quick way to contact our PHNs regarding infant feeding questions or other growth and development questions they may have. In an average year, we receive about 600 calls to the Family Health Line, with over 50% of those calls related to breastfeeding.

As part of our Healthy Babies Healthy Children (HBHC) program, staff call all new parents that consent to our service to check in with them and determine whether home visiting would be appropriate. This call also provides an opportunity to tell new parents about available breastfeeding support. All of the program PHNs are trained in Level Two Breastfeeding which enables them to provide excellent quality care for all clients. Through the HBHC program, PHNs visit clients in their home and provide one-on-one assistance for infant feeding - both breastfeeding and infant formula preparation - where required.

In addition to home visiting to ensure accessible support for infant feeding, growth and development and parenting advice, before the pandemic, PHNs were available either monthly or weekly at 18 locations throughout the County including: Aamjiwnaang Drop-In and all the EarlyON program locations in: Alvinston; Arkona; Brigden; Camlachie; Coronation Park; Corunna; Forest; Grand Bend; Lambton College; Petrolia; Port Lambton; St. Clair; Thedford; Watford; Wyoming; and Nwiiikiwensag. In 2018, over 1050 caregivers attended the drop-ins with their infants.

In 2022, we resumed PHN attendance at several drop-ins, including Lambton College, Coronation, Corunna and Petrolia. In 2023, we will continue to support parent drop-ins in key locations throughout the County as an important method of building positive relationships with families, partner agencies and communities, in order to provide support, information and referral to other services, and to promote breastfeeding.

Ninety-Five (95) percent of people visiting a nurse at drop-ins have a discussion with the PHN regarding infant feeding, with many of them looking for hands on support with breastfeeding. The drop-ins are a great opportunity to meet with many parents at one time to provide support as needed.

### **FINANCIAL IMPLICATIONS**

All mandatory Healthy Growth and Development programs, as prescribed under the OPHS are cost-shared 70% provincial and 30% by the County as described in the approved 2022 County budget. The Healthy Babies Healthy Children program is 100% funded by the Ministry of Child and Youth Services as described in the approved 2022 LPH Budget.

**CONSULTATIONS**

Bluewater Health Maternal Infant and Child Department and all EarlyON locations we consulted, as necessary.

**STRATEGIC PLAN**

Breastfeeding support aligns with the County of Lambton's vision of Caring. Public Health Nurses in the Child Health program care for infants and families, assisting them to get a better start in life.

Breastfeeding support is strongly linked with the Lambton Public Health Strategic Plan and contributes greatly to the Healthy Child and Youth Development strategic priority. This priority statement includes promoting optimal physical, mental/social growth and development for children and youth.

**CONCLUSION**

Breastfeeding support is an essential service to provide the best start for infants and their families in Lambton County. Public Health Nurses are a key community resource to families, helping them with decisions about feeding their baby, and providing information, support and access to resources on healthy child growth and development. As we emerge from the COVID-19 pandemic, there has never been a better time to re-focus our efforts on increasing breastfeeding duration and initiation.

In early 2023, staff will undertake an environmental scan including available data and an inventory of all local supports for breastfeeding. Staff will use this information to develop a local strategy including education, communication, policy development, partnerships and other activities in order to create an environment that ultimately leads to healthier babies, and healthier communities.



## PUBLIC HEALTH SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>LAMBTON PUBLIC HEALTH</b>
<b>PREPARED BY:</b>	<b>Anita Trusler, Supervisor Health Promotion Michael Gorgey, Manager Health Promotion</b>
<b>REVIEWED BY:</b>	<b>Andrew Taylor, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>Lambton Older Adult Care Pathway Project Update</b>

### **BACKGROUND**

The County of Lambton received \$60,000 in 100% one-time funding Provincial to support the development of an Older Adult Care Pathway in Lambton County. The purpose of the funding was to improve coordination among community services who serve local seniors. On April 21, 2021, a motion to accept the funds was approved by Committee as follows:

*#10: Weber/Hand: That Lambton Public Health be authorized to accept the 100% one-time funding in the amount of \$60,000 from the Ministry for Seniors and Accessibility to support the development of the Lambton Older Adult Care Pathway Project between March 2021 and March 2022.*

*Carried.*

The grant funding period has concluded and Lambton Public Health has satisfied the final reporting requirements with the Ministry for Seniors and Accessibility. This report provides an update on the outcomes and deliverables of the Older Adult Care Pathway Project.

### **DISCUSSION**

The Older Adult Care Pathway Project was developed to improve the experience of older adults and their caregiver's accessing community supports and health services in Lambton County. Provincial grant funding was used to enhance existing system navigation resources to be more inclusive, efficient, respectful, and accessible for older adults, their caregivers, and those who deliver services to them. Outcomes of the grant funded initiative include:

**Increased awareness of community services:** Lambton Public Health launched a two-part communication campaign during fall 2021 and winter 2022, to increase community awareness about [www.agefriendlyarnialambton.ca](http://www.agefriendlyarnialambton.ca) and the Older Adult Care Pathway Line, a dedicated phone line operated by the Family Counseling Centre to support older adults and their care partners with accessing community supports. The campaign had extensive reach in Lambton County and received over 392,000 impressions through social media. The communication campaign also ran with local radio and print advertising and 5000 community resource cards were distributed to local pharmacies, health care providers, libraries, and community service providers. The communication campaign resulted in over 24,000 new user visits to the Age-Friendly Sarnia-Lambton website. The Older Adult Care Pathway Line call volume increased from 29,000 calls per year to 55,000 calls per year.

**Community Needs Assessment:** Lambton Public Health engaged in a research partnership with Lambton College to understand the needs and experiences of older adults in Lambton County. A total of 597 older adults, 231 caregivers and 70 service providers participated in community needs assessment to share their experiences in accessing care. The [Older Adult Care Pathway Report](#) revealed that the greatest barrier to accessing services was a lack of information, meaning that participants did not know where to go or who to contact to acquire information. The research highlighted that while care coordination is perceived to be positive and successful, opportunities to further build on and strengthen these services are needed. The findings from the community needs assessment are currently being used to inform system navigation and care coordination efforts in Lambton County.

**Age-Friendly Best Practices for Business and Service Providers E-Learning Course:** Grant funding was used to create a 3-hour e-learning course for businesses and service providers that would address ageism and build age-friendly best practices in our community. Course content includes best practices in creating age-friendly environments, tactics to combat ageism, and tools to navigate community supports and health services in Lambton County. The free online [course](#) was launched to community stakeholders in March 2022. In the first 3 months post-launch, 107 participants accessed the course, and 75 participants completed the full certification. Several community organizations have integrated the e-learning course into their employee and volunteer orientation process.

**Improved System Navigation and Enhanced coordination of care:** In 2022, the Age-friendly Sarnia-Lambton website was recognized as an excellent resource for system navigation and additional resources were secured by the Sarnia-Lambton Ontario Health Team to expand the website to be more inclusive across every age and stage of life. On November 17, 2022, [www.agefriendlyarnialambton.ca](http://www.agefriendlyarnialambton.ca) was officially relaunched with expanded resources and a newly refreshed, user-friendly design. The website has doubled its service listings and added more features to make navigating social and health supports convenient and easy for community members. The service listing also includes Indigenous supports, equity, diversity, and inclusion supports, and housing and homelessness amenities. Community Navigators are also available by phone 7 days per

week, 12 hours per day to provide system navigation support to residents of Lambton County.

**FINANCIAL IMPLICATIONS**

The Lambton Older Adult Care Pathway Project received 100% one-time funding from the Ministry of Seniors and Accessibility in the amount of \$60,000 between March 2021 and March 2022 to cover all related expenses. This program is fully supported by provincial grant and there is no impact on the County levy.

**CONSULTATIONS**

Lambton Public Health worked in close partnership with the Sarnia-Lambton Ontario Health Team, Lambton Elderly Outreach, North Lambton Community Health Centre, Grand Bend Area Community Health Centre, Rapids Family Health Team, Family Counselling Centre, and Alzheimer's Society to complete the deliverables of the grant funded project.

Lambton College Research and Innovation Department was a key partner in completing the Older Adult Care Pathway community consultation and research report.

**STRATEGIC PLAN**

The Older Adult Care Pathway project aligns with the mission, principles and values identified in the County's strategic plan and supports the values of Lambton County as a healthy community. These activities also support the Healthy Aging priority identified in the Lambton Public Health Strategic Plan

**CONCLUSION**

Moving forward, community service providers will need to continue to work as partners to increase the overall awareness of services supporting older adults and caregivers and improve processes for care coordination to reduce the level of responsibility and burden experienced by these individuals. Next steps are already being taken to build more efficient referral pathways using a no wrong door approach with community service providers.



## PUBLIC HEALTH SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>LAMBTON PUBLIC HEALTH</b>
<b>PREPARED BY:</b>	<b>Michael Gorgey, Manager, Health Promotion</b>
<b>REVIEWED BY:</b>	<b>Andrew Taylor, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>Social Determinants of Health Project</b>

### **BACKGROUND**

The Social Determinants of Health (SDoH) Project aims to educate the public on the conditions that impact health outcomes, such as housing, food access, education, and the built environment. By understanding the SDoH, individuals and communities can take action to address health inequities and improve residents' health. For example, providing access to affordable housing, healthy foods, and quality education can help reduce health disparities and promote overall health and wellbeing.<sup>1</sup>

This report is intended to provide County Council with an update on the SDoH Project and how it relates to the overall health of our community.

### **DISCUSSION**

**Housing** is a fundamental determinant of health and well-being. Access to safe, quality, and affordable housing can have a significant impact on an individual's health and well-being<sup>2</sup>. Those who are underhoused or homeless are particularly vulnerable, as they face increased stress levels, higher rates of mental health issues and substance abuse<sup>3</sup>.

The **Built Environment** is an important aspect of our human-made surroundings. It includes the buildings, parks, schools, road systems, and other infrastructure that we encounter in our daily lives. Built environments that promote public and active

<sup>1</sup> Social Determinants of Health. <https://health.gov/healthypeople/priority-areas/social-determinants-health>. Office of Disease Prevention and Health Promotion and the U.S. Department of Health and Human Services.

<sup>2</sup> Raphael, D., et al. (2020). Social Determinants of Health: The Canadian Facts, 2nd Edition. Oshawa: Ontario Tech University Faculty of Health Sciences and Toronto: York University School of Health Policy and Management

<sup>3</sup> Raphael, D., et al. (2020). Social Determinants of Health: The Canadian Facts, 2nd Edition. Oshawa: Ontario Tech University Faculty of Health Sciences and Toronto: York University School of Health Policy and Management

transportation (such as walking and biking), provide opportunities for social interaction, and offer access to green spaces and clean air can improve the health of a population.<sup>4</sup>

Policies related to community planning, housing, zoning, parks and recreation facilities, and social programs can have a major impact on the health of a community<sup>5</sup>. It is important for both residents and decision makers to be aware of how their communities can affect individual health outcomes.

There are several ways to create healthier communities at the local level, such as:

- Supporting existing [County of Lambton Housing and Homelessness Plan](#),
- Supporting green initiatives
- Supporting community design which promotes walkability, accessibility to community amenities and assets, and active transportation
- Participating in active transportation
- Participating in community building activities

During the first stage of the campaign, Lambton residents received information on how Housing and the Built Environment contribute to the health of our community and Appendix 1 highlights this information. The second stage of this project will address how access to healthy food and education help reduce health disparities in our community. The overall goal of the project is to engage and empower residents to take a greater interest in their communities and their health, which is essential for creating a thriving Lambton County.

### **FINANCIAL IMPLICATIONS**

All costs associated with Lambton Public Health's activities to support the social determinants of health project are cost-share funded 70% provincially and 30% municipally, as approved within Lambton Public Health's 2022 Budget.

### **CONSULTATIONS**

In the preparation of this report, staff consulted with the Social Services Division Homelessness Prevention Team and internal program staff, as necessary.

### **STRATEGIC PLAN**

The County of Lambton Strategic Plan speaks to the value and importance of a healthy community, which encourages each resident to be an active member and to contribute to

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<sup>4</sup> BC Centre for Disease Control. Healthy Built Environment Linkages Toolkit: making the links between design, planning and health, Version 2.0. Vancouver, B.C. Provincial Health Services Authority, 2018

<sup>5</sup> Dannenberg AL, et al. The impact of community design and land-use choices on public health: a scientific research agenda. Am J Public Health. 2003

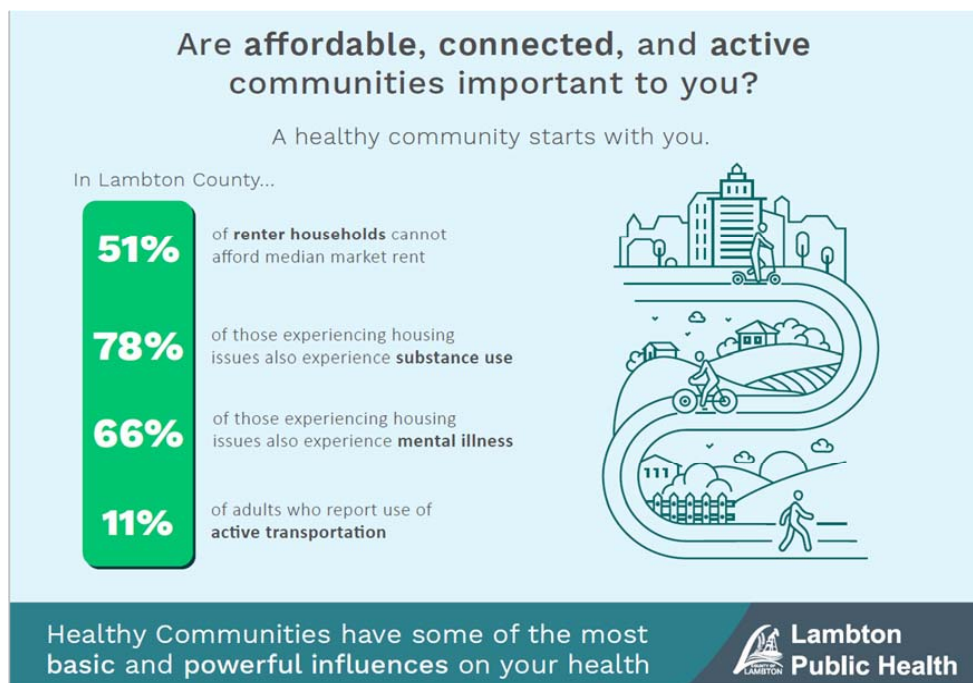


the community's well-being and future. The SDoH Project is consistent with this by empowering residents to support an enhanced quality of life and a healthy community.

**CONCLUSION**

Addressing SDoH appropriately is fundamental for improving health and reducing long standing health inequities, which requires action by all sectors and civil society. The SDoH Project is an ongoing effort to build community knowledge on the SDoH and why they are important to an individual's health, so that residents can take action and engage with activities already happening, or support developing actions that can be done in their community to support the health and well-being of everyone.

## Appendix 1



### What Healthy Communities do:

- **Create and support** direct, convenient, and safe connections between and within rural and urban settings
- **Promote and enhance** mental, social, and physical health



### What YOU can do:

**Support community initiatives that lead to healthier communities:**

- Housing and Homelessness Plan (County of Lambton)
- Community design that promotes active transportation
- Green initiatives (space and connectedness)
- Strategies that build healthy, safe, and resilient communities

**#HealthyCommunityHealthyYou**  
[LambtonPublicHealth.ca/healthy-environments](https://LambtonPublicHealth.ca/healthy-environments)

**Lambton Public Health**



## CULTURAL SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>LIBRARIES</b>
<b>PREPARED BY:</b>	<b>Darlene Coke, Manager</b>
<b>REVIEWED BY:</b>	<b>Andrew Meyer, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>Libraries Third Quarter 2022 Statistics</b>

### **BACKGROUND**

Lambton County Library provides services to the public through 25 libraries and a mobile library service. In-library services include books, audio books, magazines, audio-visual materials, story hours, guest speakers, reference services and Internet access. The Sarnia Library is also home to the Sarnia Library Theatre which is available for rent and has hosted many community events, concerts, celebrations, film screenings and more.

In recent years, Lambton County Library has built an expanding eLibrary which provides access to electronic books, magazines, newspapers, digital media such as music and movies, and educational courses from any device connected to the Internet, along with a library card. In 2016, Lambton introduced a Makerspace to the Sarnia Library and in 2017 rolled out a Mobile Makerspace to the remaining 24 branch libraries. Makerspaces offer opportunities for innovation and creation using technology such as 3D printers which are not typically available in most households.

Statistics on the usage of various programs and services are maintained throughout the year and reported to Lambton County Council quarterly. Detailed third quarter 2022 statistics for the Libraries Department are attached.

### **DISCUSSION**

At the conclusion of the first three quarters of the year, the library has by far surpassed total 2020 service activity levels including circulation, public computer use, and the number of programs offered and program attendance. Comparing this year's activity to pre-pandemic years however, statistics reveal that circulation levels of physical materials continue to trend about 15 percent lower, while electronic circulation is trending about 23 percent higher. Public computer use is trending almost 60 percent lower. It could be questioned whether this is a result of people having made increased investments in

personal technology during the COVID-19 pandemic while libraries were closed, and most workplaces, schools and government offices were offering services virtually and in-home technology was essential. While the library is on target offering the same number of programs it did before the COVID-19 pandemic, program attendance is trending about 45 percent lower. This may be a result of more competition for people's time as events return to society following the COVID-19 pandemic, some people not yet having a strong comfort level to attend small group events in small, enclosed spaces, or may have also been impacted by reduced promotion efforts as a result of an unexpected staff vacancy.

Similar to Library programming, while activity levels at the Sarnia Library Theatre have by far surpassed 2020 levels, they continue to lag behind pre-pandemic activity. Both total bookings and attendance is trending about 40 percent and 47 percent lower respectively than pre-pandemic levels.

The Summer Reading Program is always a focus of the third quarter. This year's program *A Universe of Stories*, attracted double the number of participants over last year, with 2,012 children (0 to 12 years) registered, who reported reading 13,686 books by the end of summer. Programs ranged from astronomy shows to a star gazing party to *Superstar Storytimes* and *Astronaut Training Camps*. In total, 600 participants attended the various programs. In addition to children under 12, 91 teens registered for the program and reported that they collectively read on 949 days during the summer program, and adult participants were invited to submit a ballot for every visit to the library for a chance to win a prize, with 1,764 ballots having been received by the end of the program. Sarnia Library received 40 percent of those visits. Finally, 101 participants of the Mobile Library Service, which visits long-term care homes and retirement complexes, registered for the program and reported reading 1,080 titles by the end of the summer.

In July, the Cultural Services Division launched Culture Pass, a free pass that permits admission to participating cultural institutions including Forest-Lambton Museum, Gallery in the Grove, Judith & Norman Alix Art Gallery, Lambton County Archives, Lambton Heritage Museum, and Sombra Museum. The pass grants up to one family (two adults and four school-aged children) free admission for a period of seven days. From July 4 to September 30, Culture Passes were borrowed 86 times.

In July, the Library held its first Used Book Sale since the onset of the COVID-19 pandemic. Typically, one to two books sales are held annually where discarded items from the library's collection are offered for sale. Items are discarded due to age, low circulation, wear or other factors. This year, staff welcomed a record-breaking crowd to the Wyoming Fairground. Around 1,500 people attended the sale purchasing all available items offered for sale. Thousands of items were sold during the one-day event.

Planning work also started for minor modifications to Wyoming Library and Point Edward Library scheduled to take place in the fourth quarter. Both Libraries will be painted with some minor changes to layout and shelving.

**FINANCIAL IMPLICATIONS**

None.

**CONSULTATIONS**

The Technical Services Supervisor, the Community Library Supervisor and the Facilities Supervisor were consulted in the preparation of this report.

**STRATEGIC PLAN**

The array of library services offered in Lambton align with the County of Lambton's Mission Statement to provide residents with *"an enhanced quality of life through the provision of responsive and efficient services. Such provision is accomplished by working with municipal and community partners."*

**CONCLUSION**

While the library has easily surpassed its activity levels last year, it will take additional time and creative programming and marketing efforts to realize usage statistics that match pre-pandemic levels.

**Libraries Third Quarter 2022 Statistics**

	Circulation						
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
General							
Alvinston	1,417	1,629	2,085		5,131	4,318	119%
Arkona	879	895	1,116		2,890	1,504	192%
Mobile Library	745	950	1,420		3,115	2,540	123%
Brigden	3,220	3,546	3,008		9,774	6,640	147%
Bright's Grove	10,075	9,949	11,791		31,815	33,416	95%
Camlachie	1,316	1,245	1,662		4,223	1,367	309%
Corunna	5,736	6,400	7,833		19,969	17,322	115%
Courtright	733	676	949		2,358	1,320	179%
Florence	705	755	881		2,341	2,828	83%
Forest	7,055	8,976	10,000		26,031	28,496	91%
Grand Bend	6,858	7,112	5,977		19,947	12,771	156%
Headquarters	1,547	1,601	1,396		4,544	3,470	131%
Inwood	471	560	711		1,742	588	296%
Mallroad	22,746	22,680	25,055		70,481	67,060	105%
Mooretown	436	858	761		2,055	599	343%
Oil Springs	757	723	1,107		2,587	2,354	110%
Petrolia	10,504	6,749	13,180		30,433	33,252	92%
Pt. Edward	4,866	4,821	5,323		15,010	16,002	94%
Pt. Franks	1,721	1,524	1,975		5,220	1,791	291%
Pt. Lambton	441	505	760		1,706	782	218%
Samia	22,669	24,822	29,878		77,369	53,771	144%
Shetland	168	154	321		643	340	189%
Sombra	1,296	1,333	1,316		3,945	5,146	77%
Thedford	1,151	892	1,058		3,101	5,002	62%
Watford	2,978	2,984	3,634		9,596	10,828	89%
Wilkesport	513	478	713		1,704	488	349%
Wyoming	6,587	6,923	6,547		20,057	17,002	118%
<b>TOTALS</b>	<b>117,590</b>	<b>119,740</b>	<b>140,457</b>	<b>-</b>	<b>377,787</b>	<b>330,997</b>	<b>114%</b>

pg. 1

	Internet / Computer Use						
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
General							
Alvinston	55	143	238		436	58	752%
Arkona	12	6	10		28	14	200%
Mobile Library	0	0	0		-	-	0%
Brigden	15	36	90		141	92	153%
Bright's Grove	54	93	126		273	110	248%
Camlachie	7	3	26		36	6	600%
Corunna	198	307	376		881	278	317%
Courtright	10	22	23		55	37	149%
Florence	2	2	3		7	11	64%
Forest	105	275	485		865	302	286%
Grand Bend	126	149	195		470	179	263%
Headquarters	0	0	0		-	-	0%
Inwood	3	22	37		62	3	2067%
Mallroad	417	637	772		1,826	584	313%
Mooretown	6	7	0		13	12	108%
Oil Springs	5	15	10		30	6	500%
Petrolia	267	366	520		1,153	450	256%
Pt. Edward	25	32	42		99	36	275%
Pt. Franks	15	11	8		34	7	486%
Pt. Lambton	4	14	4		22	14	157%
Sarnia	962	1,394	1,951		4,307	1,579	273%
Shetland	2	5	4		11	2	550%
Sombra	18	38	33		89	43	207%
Thedford	26	35	34		95	54	176%
Watford	37	92	110		239	71	337%
Wilkesport	2	9	9		20	5	400%
Wyoming	54	80	96		230	104	221%
<b>TOTALS</b>	<b>2,427</b>	<b>3,793</b>	<b>5,202</b>	<b>-</b>	<b>11,422</b>	<b>4,057</b>	<b>282%</b>

pg. 2

		Reference Queries					
		Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total
General							
Alvinston	96	56	43		195	599	33%
Arkona	55	29	45		129	120	108%
Mobile Library	0	0	0		-	-	0%
Brigden	214	124	167		505	1,820	28%
Bright's Grove	1,382	876	796		3,054	6,191	49%
Camlachie	87	133	72		292	27	1081%
Corunna	559	394	514		1,467	3,071	48%
Courtright	67	65	28		160	107	150%
Florence	1	5	0		6	409	1%
Forest	615	629	664		1,908	3,827	50%
Grand Bend	464	325	277		1,066	1,458	73%
Headquarters	0	0	0		-	-	0%
Inwood	32	48	103		183	11	1664%
Mallroad	1,878	2,143	2,171		6,192	7,929	78%
Mooretown	62	74	161		297	74	401%
Oil Springs	27	15	26		68	75	91%
Petrolia	257	185	165		607	2,461	25%
Pt. Edward	210	201	179		590	1,190	50%
Pt. Franks	67	104	56		227	142	160%
Pt. Lambton	87	69	106		262	132	198%
Sarnia	571	922	792		2,285	3,809	60%
Shetland	10	2	0		12	26	46%
Sombra	129	117	64		310	805	39%
Thedford	99	101	111		311	324	96%
Watford	109	278	233		620	763	81%
Wilkesport	73	100	96		269	140	192%
Wyoming	576	430	311		1,317	2,676	49%
TOTALS	7,727	7,425	7,180	-	22,332	38,186	58%



	Volunteer Hours						
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
General							
Alvinston	0	0	0		0	-	0%
Arkona	0	0	0		0	-	0%
Mobile Library	0	0	0		0	-	0%
Brigden	0	0	0		0	-	0%
Bright's Grove	0	0	0		0	-	0%
Camlachie	0	0	0		0	-	0%
Corunna	0	0	0		0	-	0%
Courtright	0	0	0		0	-	0%
Florence	0	0	0		0	-	0%
Forest	0	0	0		0	-	0%
Grand Bend	0	0	0		0	-	0%
Headquarters	0	0	0		0	-	0%
Inwood	0	0	0		0	-	0%
Mallroad	0	0	0		0	-	0%
Mooretown	0	0	0		0	-	0%
Oil Springs	0	0	0		0	-	0%
Petrolia	0	0	0		0	-	0%
Pt. Edward	0	0	0		0	-	0%
Pt. Franks	0	0	0		0	-	0%
Pt. Lambton	0	0	0		0	-	0%
Sarnia	0	0	0		0	-	0%
Shetland	0	0	0		0	-	0%
Sombra	0	0	0		0	-	0%
Thedford	0	0	0		0	-	0%
Watford	0	0	0		0	-	0%
Wilkesport	0	0	0		0	-	0%
Wyoming	0	0	0		0	-	0%
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0%</b>

	Library Programs (#)						
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
General					0	0	0%
Alvinston	6	11	43		60	5	1200%
Arkona	1	16	7		24	0	0%
Bookmobile	0	0	46		46	0	0%
Brigden	47	36	77		160	34	471%
Bright's Grove	33	53	37		123	7	1757%
Camlachie	18	32	102		152	0	0%
Corunna	42	70	34		146	12	1217%
Courtright	13	33	35		81	0	0%
Florence	1	13	88		102	0	0%
Forest	17	88	20		125	5	2500%
Grand Bend	14	32	20		66	14	471%
Headquarters	214	101	0		315	718	44%
Inwood	5	24	48		77	0	0%
Mallroad	46	77	110		233	16	1456%
Mooretown	16	22	40		78	2	3900%
Oil Springs	0	21	43		64	0	0%
Petrolia	35	69	99		203	19	1068%
Pt. Edward	28	43	58		129	5	2580%
Pt. Franks	13	33	29		75	0	0%
Pt. Lambton	4	26	34		64	0	0%
Sarnia	119	286	388		793	24	3304%
Shetland	0	10	23		33	0	0%
Sombra	11	20	9		40	0	0%
Thedford	8	24	20		52	0	0%
Watford	18	46	46		110	1	11000%
Wilkesport	9	23	32		64	0	0%
Wyoming	30	63	87		180	0	0%
<b>TOTALS</b>	<b>748</b>	<b>1,272</b>	<b>1,575</b>	<b>-</b>	<b>3,595</b>	<b>862</b>	<b>417%</b>

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	Library Programs (attendance)						
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
General							
Alvinston	0	113	226		339	5	6780%
Arkona	0	11	28		39	207	19%
Bookmobile	0	0	660		660	22	
Brigden	584	189	629		1,402	580	242%
Bright's Grove	192	386	220		798	5	15960%
Camlachie	43	193	644		880	0	0%
Corunna	263	743	136		1,142	75	1523%
Courtright	25	88	18		131	0	0%
Florence	1	13	848		862	0	0%
Forest	93	570	87		750	124	605%
Grand Bend	3	165	40		208	194	107%
Headquarters	1,386	203	0		1,589	9,970	0%
Inwood	0	30	205		235	0	0%
Mallroad	152	532	572		1,256	109	1152%
Mooretown	186	185	417		788	51	1545%
Oil Springs	0	13	243		256	0	0%
Petrolia	244	329	658		1,231	84	1465%
Pt. Edward	94	164	314		572	59	969%
Pt. Franks	22	90	96		208	0	0%
Pt. Lambton	29	32	60		121	0	0%
Sarnia	835	1983	1927		4,745	57	8325%
Shetland	0	1	31		32	0	0%
Sombra	89	148	93		330	0	0%
Thedford	66	152	59		277	0	0%
Watford	24	163	246		433	117	370%
Wilkesport	23	23	51		97	0	0%
Wyoming	103	341	350		794	0	0%
<b>TOTALS</b>	<b>4,457</b>	<b>6,860</b>	<b>8,858</b>	<b>-</b>	<b>20,175</b>	<b>11,659</b>	<b>173%</b>

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	Community Programs (#)						
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
General	0	0	0		0	0	0%
Alvinston	0	0	0		0	0	0%
Arkona	0	0	0		0	0	0%
Bookmobile	0	0	0		0	0	0%
Brigden	0	0	0		0	0	0%
Bright's Grove	0	0	0		0	0	0%
Camlachie	0	0	0		0	0	0%
Corunna	0	0	0		0	0	0%
Courtright	0	0	0		0	0	0%
Florence	0	0	0		0	0	0%
Forest	0	0	0		0	0	0%
Grand Bend	0	0	0		0	0	0%
Headquarters	0	0	0		0	0	0%
Inwood	0	0	0		0	0	0%
Mallroad	0	0	0		0	0	0%
Mooretown	0	0	0		0	0	0%
Oil Springs	0	0	0		0	0	0%
Petrolia	0	0	0		0	0	0%
Pt. Edward	0	0	0		0	0	0%
Pt. Franks	0	0	0		0	0	0%
Pt. Lambton	0	0	0		0	0	0%
Sarnia	0	0	0		0	0	0%
Shetland	0	0	0		0	0	0%
Sombra	0	0	0		0	0	0%
Theford	0	0	0		0	0	0%
Watford	0	0	0		0	0	0%
Wilkesport	0	0	0		0	0	0%
Wyoming	0	0	0		0	0	0%
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0%</b>

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	Community Programs (attendance)						
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
General	0	0	0		0	0	0%
Alvinston	0	0	0		0	0	0%
Arkona	0	0	0		0	0	0%
Bookmobile	0	0	0		0	0	0%
Brigden	0	0	0		0	0	0%
Bright's Grove	0	0	0		0	0	0%
Camlachie	0	0	0		0	0	0%
Corunna	0	0	0		0	0	0%
Courtright	0	0	0		0	0	0%
Florence	0	0	0		0	0	0%
Forest	0	0	0		0	0	0%
Grand Bend	0	0	0		0	0	0%
Headquarters	0	0	0		0	0	0%
Inwood	0	0	0		0	0	0%
Mallroad	0	0	0		0	0	0%
Mooretown	0	0	0		0	0	0%
Oil Springs	0	0	0		0	0	0%
Petrolia	0	0	0		0	0	0%
Pt. Edward	0	0	0		0	0	0%
Pt. Franks	0	0	0		0	0	0%
Pt. Lambton	0	0	0		0	0	0%
Sarnia	0	0	0		0	0	0%
Shetland	0	0	0		0	0	0%
Sombra	0	0	0		0	0	0%
Theford	0	0	0		0	0	0%
Watford	0	0	0		0	0	0%
Wilkesport	0	0	0		0	0	0%
Wyoming	0	0	0		0	0	0%
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0%</b>

Wireless Internet Usage							
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
Daily Clients	166	154	133		453	447	101%
Daily Sessions	88	113	75		276	337	82%
Total Clients	2,700	3,477	4,413		10,590	8,949	118%
Total Sessions	7,888	7,211	6,793		21,892	28,307	77%

Electronic Information Sources							
	Q1-2022*	Q2-2022	Q3-2022	Q4-2022	YTD	2021Total	YTD %
Electronic Databases	7,573	9,151	3,630		20,354	30,731	66%
Early Literacy Stations	0	617	852		1,469	-	0%
NextReads	3,735	3,641	3,852		11,228	19,061	59%
<b>TOTAL</b>	<b>11,308</b>	<b>13,409</b>	<b>8,334</b>	<b>-</b>	<b>33,051</b>	<b>49,357</b>	<b>67%</b>

\*Q1-2022 data has been corrected and now reflects accurate information.

e-Circulation						
Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
108,358	103,241	109,295		320,894	420,821	76%

Inter-library Loans							
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
Items Borrowed	429	368	456		1,253	1,305	96%
Items Loaned	211	291	380		882	708	125%

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Total Number of Volunteers						
Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
0	0	0	0	0	0	0%

Website Visits							
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total*	YTD %
Library	104,984	100,769	120,680		326,433	435,798	75%
Theatre	796	708	654		2,158	9,166	24%
<b>TOTAL</b>	<b>105,780</b>	<b>101,477</b>	<b>121,334</b>	<b>-</b>	<b>328,591</b>	<b>444,964</b>	<b>74%</b>
	Q1-2022	Q2-2022	Q3-2022	Q4-2022			
Facebook Friends	2,516	2,574	3,021				
Twitter Followers	893	909	929				

Sarnia Library Theatre & Meeting Room Rentals							
	Q1-2022	Q2-2022	Q3-2022	Q4-2022	YTD	2021 Total	YTD %
<b>Internal Bookings</b>							
Bookings	14	39	12		65	24	271%
Hours	60.5	203.0	92.0		355.5	89.8	396%
Attendance	51	249	178		478	74	646%
<b>External Bookings</b>							
Bookings	19	52	22		93	55	169%
Hours	73.50	194.30	61.25		329.1	163	202%
Attendance	939	3,459	955		5,353	1,269	422%
<b>Library Bookings</b>							
Bookings	20	29	7		56	0	0%
Hours	69.0	103.0	27.0		199.0	0	0%
Attendance	513	862	129		1,504	0	0%
<b>Total Bookings</b>	<b>53</b>	<b>120</b>	<b>41</b>		<b>214</b>	<b>79</b>	<b>271%</b>
<b>Total Hours</b>	<b>203.0</b>	<b>500.3</b>	<b>180.3</b>	<b>-</b>	<b>883.6</b>	<b>252.6</b>	<b>350%</b>
<b>Total Attendance</b>	<b>1,503</b>	<b>4,570</b>	<b>1,262</b>	<b>-</b>	<b>7,335</b>	<b>1,343</b>	<b>546%</b>



## CULTURAL SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>MUSEUMS, GALLERY AND ARCHIVES</b>
<b>PREPARED BY:</b>	<b>Laurie Webb, Manager</b>
<b>REVIEWED BY:</b>	<b>Andrew Meyer, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>INFORMATION ITEM:</b>	<b>Museums, Gallery &amp; Archives Third Quarter 2022 Statistics</b>

### **BACKGROUND**

Lambton Heritage Museum (LHM) and Oil Museum of Canada National Historic Site (OMC) manage collections of over 35,000 artifacts that serve to interpret the settlement and development of the area and celebrate Lambton's oil heritage. Lambton County Archives (LCA) preserves family genealogical records, local newspapers, land records, historic images, maps and community histories. Judith & Norman Alix Art Gallery (JNAAG) collection contains over 1,200 Canadian paintings, drawings, and sculptures that represent significant Canadian art history with many considered national treasures, including over 43 works by the Group of Seven.

The Museums and Archives tell the stories of Lambton County through the preservation and presentation of artifacts, culture and local history. They encourage residents and visitors to experience the unique heritage of Lambton County through participatory museum programs, special events and outreach. JNAAG provides a full range of art education and public programs including talks, tours, and special events that seek to inspire creativity and excitement for the visual arts within the community.

Detailed third quarter 2022 statistics for activities at the Museums, Gallery and Archives during the months of July, August and September can be found below.

### **DISCUSSION**

Significant events took place in the months of July, August and September which contributed to overall attendance. Of significant note are the following:

- LHM hosted the *Paint Ontario Art Show and Sale*, which ran September 2 to 25 and attracted 2,121 visitors. It included a variety of onsite programming such as artist demonstrations, a *Perch 'n Paint* special event for artists, outdoor art



installations, and activities to engage children. Renovations of the main gallery continue with an expected re-opening in the first quarter of 2023.

- The OMC hosted their annual Black Gold Fest in July which brought roughly 500 visitors to the site. The museum also partnered with the Village of Oil Springs to offer an outdoor film screening for families on the same evening.
- JNAAG participated in Weekend Walkabouts, organized by the City of Sarnia, and offered art activities on the street which saw great engagement. The Gallery also saw the return of their summer youth programs, offering *TNT (Try New Things)* and *RAAW (Random Acts of Art Workshop)* art class series.
- LCA continues to partner with Lambton County Library and community groups such as the Kiwanis Club and Huron University College to offer informative presentations and workshops. These opportunities provide excellent exposure and increase awareness of our service offerings.

Detailed visitation and engagement statistics for can be found in the charts below.

Site Visitors:

Site	Regular Admission	Free Admission	School Kits	Total
JNAAG	1,534	n/a	n/a	1,534
LHM	3,078	268	25	3,346
LCA	52	94	n/a	146
OMC	1,305	146	n/a	1,451
<b>OVERALL VISITATION</b>				<b>6,477</b>

In Person Programs:

On Site Program Participants			
	Site	Participants	Number of Programs
	JNAAG	222	2 Book Clubs 6 Adult/Youth Workshops 2 Inspirational Moments 1 Art Pod 1 Job Path 4 Days of Weekend Walkabout Art Activities
	LHM	40	1 Yoga Series 1 PA Day Event
	LCA	0	0
	OMC	494	1 Day Camp 3 Events

Offsite Outreach			
	Site	Participants	Number of Programs
	JNAAG	0	0
	LHM	0	0
	LCA	65	3
	OMC	138	6
<b>OVERALL IN PERSON TOTAL</b>		<b>959</b>	<b>31</b>

Virtual Programs and Online Outreach:

Virtual Programming & Online Engagement			
	Site	Participants	Number of Programs
	JNAAG	0	0
	LHM	0	0
	LCA	10	2
	OMC	7	1
YouTube Views			
	JNAAG	411 views	12.9 hours of viewing
	LHM	178 views	6.9 hours of viewing
	LCA	882 views	67.7 hours of viewing
	OMC	3100 views	69.1 hours of viewing
Virtual Exhibit Tours			
	JNAAG	713	
	LHM	711	
	OMC	576	
Facebook Followers			
	JNAAG	5184	
	LHM	4156	
	LCA	2983	
	OMC	1716	
Instagram Followers			
	JNAAG	1389	
	OMC	540	
Twitter Followers			
	Heritage Sarnia-Lambton	1158	(LHM, OMC, LCA)
	JNAAG	769	
<b>OVERALL ONLINE TOTAL</b>		<b>24,483</b>	

**FINANCIAL IMPLICATIONS**

None.

**CONSULTATIONS**

None.

**STRATEGIC PLAN**

The exhibitions, programs and outreach of the Museums, Gallery & Archives align with the County of Lambton's Mission Statement to provide residents with *"an enhanced quality of life through the provision of responsive and efficient services. Such promotion is accomplished by working with municipal and community partners."*

**CONCLUSION**

Lambton County Museums, Gallery & Archives continue to return to in-person programming and visitation. Programs have been very well attended overall and as a result, there has been a reduction in virtual offerings. In-person visitation is slowly rebounding after two years of COVID-19 closures and uncertainty. Looking ahead, it is anticipated that further growth in outreach offerings and a return to consistent operating hours will continue to show an increase in community engagement at all sites.



## CULTURAL SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>LIBRARIES</b>
<b>PREPARED BY:</b>	<b>Darlene Coke, Manager</b>
<b>REVIEWED BY:</b>	<b>Andrew Meyer, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>SUBJECT:</b>	<b>Libraries Donations, July 1 to September 30, 2022</b>

### **BACKGROUND**

Lambton County Library receives occasional monetary and other donations from individual patrons and supporters, community organizations and local businesses.

### **DISCUSSION**

The following donations were received from the period of July 1 to September 30, 2022:

- \$2,000 from Robert Trumble, Sarnia, for books, audiobooks, DVDs, eResources.
- Two copies of each novel, "Remember Who You Are" and "A Tick In Time", both authored by Bill Knapp, from Bill Knapp, Watford.
- A 19" Merlin vision enhancer from Donna Johnson, Wyoming.
- Four copies of "The Streets of Sarnia Project: What's in a (Street) Name?" by Randy Evans and Tom St. Amand from Sarnia City Hall's Mayor's Office, Sarnia.
- \$126.30 from donation boxes.

### **FINANCIAL IMPLICATIONS**

Donations are recorded as revenue in the Department's budget each year.

### **CONSULTATIONS**

The Executive Assistant / Administrative Services Supervisor assisted in the compilation of the information for this report.

Libraries Donations, July 1 to September 30, 2022 (page 2)

January 18, 2023

**STRATEGIC PLAN**

Any monetary donations off-set the costs of operating Lambton's library services which support the County of Lambton's Strategic Plan's Principles and Values including: *A Healthy Community, a Shared Community of Interest, and Learning Organization.*

**CONCLUSION**

Lambton County Library is fortunate to have the support of many individuals and community organizations which allow the library to enhance its offerings.

**RECOMMENDATION**

**That the Libraries Donations, July 1 to September 30, 2022 Report be accepted.**



## CULTURAL SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>MUSEUMS, GALLERY AND ARCHIVES</b>
<b>PREPARED BY:</b>	<b>Laurie Webb, Manager</b>
<b>REVIEWED BY:</b>	<b>Andrew Meyer, General Manager Stéphane Thiffault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>SUBJECT:</b>	<b>Museums, Gallery &amp; Archives Collections Management, September, October, and November 2022</b>

### **BACKGROUND**

The Manager, Museums Gallery & Archives reviews donations to Lambton Heritage Museum, Oil Museum of Canada, Judith & Norman Alix Art Gallery and Lambton County Archives to ensure they align with the mandate of each facility and serve to enhance the respective collections of each site.

As the governing body of the Museums, Gallery & Archives, Committee A.M. must review all artifact and art donations offered to these facilities and approve their acceptance into the permanent collection, after consideration of the recommendations of the Manager, Museums, Gallery & Archives. The following list of donations is from September, October, and November 2022.

### **DISCUSSION**

#### **Recommended for Acceptance**

The table below lists items recommended for acceptance that have been offered for donation to Lambton Heritage Museum, Oil Museum of Canada, Judith & Norman Alix Art Gallery and Lambton County Archives.

<b>Institution</b>	<b>Details</b>	<b>Donor</b>	<b>City</b>
Judith & Norman Alix Art Gallery	Ludmila Munclinger, 1944 – 1995 Drawing Untitled pastel and charcoal on paper 54 x 40.3 cm	David Taylor	Leith

Museums, Gallery & Archives Collections Management,  
September, October and November 2022 (page 2)

January 18, 2023

Judith & Norman Alix Art Gallery	Ludmila Munclinger, 1944 – 1995 Drawing Untitled pastel and charcoal on paper 59.7 x 47.6 cm	David Taylor	Leith
Lambton County Archives	Three photo albums and one binder of certification forms for Preceptor Beta Iota; Two binders of material for Lauriate Epsilon Phi.	Marie Dillon	Sarnia
Lambton County Archives	Adair family photographs including five tintypes, 13 cabinet cards, 19 Carte de Visites, and family bio.	Rhonda Atkinson	Kelowna
Lambton County Archives	Article about William John Gurd including information on his inventions. Photocopies and images of Fenian Raid medal and patents. Timeline of Horatio Treen including photocopies of documents related to his life.	Alan Campbell	Sarnia
Lambton County Archives	Class photo of Corunna School, 1948; Postcard of Arkona School, early 1940s; Bulletin for Educational Sunday no. 44; Miscellaneous negatives of Corunna School, circa 1940s.	Margaret Sadler	Edmonton
Lambton County Archives	Eight oil history books, Van Tuyl Stationary, multiple postcards and images of Oil Springs in the late 1800s.	Gary May	Windsor
Lambton County Archives	Eight Red and White (LCCVI) yearbooks.	Tom Walter	Petrolia
Lambton County Archives	Local family history material including photo albums.	Mona Gudjurgis	Brampton
Lambton County Archives	Material connected to the CN tunnel in Sarnia. Includes three VHSs, four mounted images, and business documents.	John Ross	Sarnia
Lambton County Archives	Miscellaneous Lambton County related photos and documentary material as found in London Room Collections.	Arthur McClelland	London

Museums, Gallery & Archives Collections Management,  
September, October and November 2022 (page 3)

January 18, 2023

Lambton County Archives	Miscellaneous local history documents pertaining to Lambton County and IODE.	Betty Cole	Sarnia
Lambton County Archives	<i>Miss Supertest</i> book and documentary materials; account receipts from Purity Dairy.	Doug Jarvis	Oil Springs
Lambton County Archives	One photo of Petrolia's Rebekkah Lodge with individuals identified.	Robert Bailey	Petrolia
Lambton County Archives	One photo reproduction of Scott Bros. Sarnia in late 1800s.	Norman Patterson	Coquitlam
Lambton County Archives	One rolled 1880 map of Lambton County.	Richard Brand	Sarnia
Lambton County Archives	One unidentified photo of young female.	Sue Johnson	Bright's Grove
Lambton County Archives	S.S. school registers from early 1900s pertaining to multiple schools in Mooretown.	Larry Munday	Mooretown
Lambton County Archives	School photos for multiple Euphemia and Warwick S.S. schools; one Spectrum yearbook, 1952.	Mary Allison	Sarnia
Lambton County Archives	Seven Sarnia Catholic Church cards (complete set).	Marian Bart	Sarnia
Lambton County Archives	Two binders of Polysar Progress 1977 to 1986.	Ritchie With	Wyoming
Lambton County Archives	VHS Scots Pioneers of Lambton and West Middlesex.	Jennifer Aitkins	Nobel
Lambton County Archives	War photos and documentation for William Wright in 1918.	Alan Miller	Sarnia
Lambton County Archives	Warwick Womens' Institute material; Trees and Trains document; information on three books created by Mary Janes; two scrapbooks; Bluewater Bridge materials.	Paul Janes	Warwick
Lambton County Archives	Wright Family history book.	Ronald McLaren	Corunna
Lambton Heritage Museum	Dorothy Bawden hat box, two original receipts, and a pink hat.	Cathy Westwood	Sarnia
Lambton Heritage Museum	Handmade, traditional child's Scottish suit work by multiple generations of the Armstrong family and an Oliver typewriter.	Jean Armstrong	Petrolia



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September, October and November 2022 (page 4)

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Lambton Heritage Museum	Items from St. Paul's United Church in Sarnia including two World War II honour rolls, two bronze memorial plaques, two oil paintings and a framed photograph of the church over its history, Celtic cross, and a friendship quilt from the former Devine Street United Church.	Shirley Martin	Sarnia
Lambton Heritage Museum	Two Blue Water Bridge toll token for cars.	Joe Dedecker	Point Edward
Lambton Heritage Museum	Quilt from community project commemorating Canada's 150th anniversary.	Wyoming Library	Wyoming
Oil Museum of Canada	Book on Burmah Oil Society. For the Oil Museum reference collection.	Lawrence Noronha	North York
Oil Museum of Canada	Black and white photo of oil well operated by jerker line and underground storage tank.	Dave Duncan	Angus
Oil Museum of Canada	Items from donors' parents who were oil workers living in Peru.	Al Cole	Sarnia
Oil Museum of Canada	Newspapers from Oil Springs, The Chronicle 1891 and 1897.	Phil Morningstar	Oil Springs
Oil Museum of Canada	Polysar mug and jackknife with three photos (four generations of McIntyre family).	Mark McIntyre	Red Deer

## Recommended for Refusal

Many items are offered to the Museums, Gallery & Archives for donation. Items are reviewed for fit within the collecting mandate at the respective site, whether they are already represented in the collection and what condition the object is in prior to acceptance into the permanent collection. The list below outlines objects which were offered for donation and are recommended for refusal.

Institution	Details	Reason for Refusal	Donor
Lambton County Archives	Postcards and newspapers.	Outside collections mandate.	Mona Gudjurgis
Lambton County Archives	Multiple local history books.	Duplicates of items already in collection.	Betty Cole
Lambton County Archives	Multiple Sarnia Observer newspapers, post cards, history books	Newspapers – duplicates of items already in collection.	Sue Johnson

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		Postcards – outside collection mandate. History books – duplicates of items already in the collection.	
Lambton Heritage Museum	Animal Bones.	Outside collections mandate.	
Lambton Heritage Museum	Concert roller organ.	Duplicates of items already in collection.	Dave Brenner
Lambton Heritage Museum	Fathers of Confederation painting.	Outside collections mandate.	
Lambton Heritage Museum	Family Bible.	Duplicates of items already in collection.	
Lambton Heritage Museum	Desk and side tables from City Insurance.	Duplicates of items already in collection.	John Orr
Lambton Heritage Museum	Sap pails, measures, basins, milk and cram cans, Dutch oven, oiling gun, wagon, school desk.	Duplicates of items already in collection.	Carol Fetter
Lambton Heritage Museum	Night gowns, grandmother's quilt, and apron.	Duplicates with unclear provenance.	Carole Harris
Lambton Heritage Museum	Nail remover, pulley and rope, shears, brace.	Duplicates of items already in collection.	Fred Robinson
Lambton Heritage Museum	Antique tools.	Duplicate with no local provenance.	Lindsay Smith
Oil Museum of Canada	Pens, ruler, utility utensil, padlock and safety razor.	Does not meet collections mandate.	Al Cole
Oil Museum of Canada	Lambton Creamery ice cream carton.	Does not meet collections mandate. Passed to LHM who declined – duplicate.	
Oil Museum of Canada	Thule Power Rig model.	Does not meet collections mandate.	QVT Financial
Oil Museum of Canada	Threshing Machine.	Does not meet collections mandate.	Marie Smale

**Recommended for De-accession**

On an ongoing basis, the Curators at each facility review the collection for objects that are duplicates, in poor condition, are not relevant to the museum mandate, or are better suited at another institution. As these items are identified for removal from the collection (de-accessioned), they are brought before Committee for approval. Below is a list of objects identified for de-accession.

<b>Institution</b>	<b>Accession Number</b>	<b>Object</b>	<b>Rationale</b>
Lambton Heritage Museum	<ul style="list-style-type: none"><li>• W.976.1422</li><li>• W.976.1424</li><li>• W.976.1429</li><li>• W.976.1419</li><li>• E.977.5089</li><li>• W.976.1426</li><li>• E.977.3052</li><li>• W.976.1728</li></ul>	Framed prints.	Does not fit local subject matter or are duplicates of other prints in the collection.

**FINANCIAL IMPLICATIONS**

None.

**CONSULTATIONS**

None.

**STRATEGIC PLAN**

The ongoing collection and preservation of local heritage artifacts and Canadian art supports the County of Lambton Strategic Plan's Principles and Values of a Healthy Community by "*providing a host of cultural and lifestyle services while understanding and respecting the environment.*"

**CONCLUSION**

Artifact donations to the Museums, Gallery & Archives demonstrate ongoing public support of the facilities and a keen interest in preserving the local and community history of Lambton County through our various facilities.

Museums, Gallery & Archives Collections Management,  
September, October and November 2022 (page 7)

January 18, 2023

**RECOMMENDATION**

**That the Museums, Gallery & Archives Collections Management, September, October and November 2022 Report be accepted and items recommended for acceptance or de-accession be approved for inclusion in, or removal from, the respective permanent collections, and that letters of appreciation be sent in accordance with the County's Recognition Policy.**



## CORPORATE SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>LEGAL SERVICES / CLERK'S</b>
<b>PREPARED BY:</b>	<b>Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>January 18, 2023</b>
<b>SUBJECT:</b>	<b>April 2023 Committee Meetings</b>

### **BACKGROUND**

The purpose of this report is to seek Council's instructions on the following:

- (a) holding the April 19, 2023, Committee A.M. and P.M. meetings at Lambton Heritage Museum, 10035 Museum Road, Lambton Shores ("Lambton Heritage Museum"); and
- (b) moving the aforementioned April 19, 2023, committee meetings to Thursday, April 20, 2023, to accommodate those members (and staff) returning from the Good Roads Conference scheduled for April 16<sup>th</sup> to 19<sup>th</sup>, 2023.

### **DISCUSSION**

#### **(a) Offsite Committee Meetings**

Prior to the start of the COVID-19 pandemic, Committee meetings had been held offsite from time to time. Of late, Council members have expressed an interest in resuming holding Committee meetings offsite, out of Council Chambers, at other County of Lambton locations.

As Council is aware, several County of Lambton's facilities, including the Lambton Heritage Museum, recently underwent significant renovations. Members have accordingly expressed interest in holding Committee meetings at that location, to enable members to view the renovated space.

Per Council's prior instructions, Committee meetings are streamed live to the County of Lambton's YouTube channel. Though originally thought to be difficult to stream Committee meetings from offsite locations, streaming from such locations remains possible. At no additional costs, the County of Lambton has access to equipment that will enable offsite Committee meetings to continue to be streamed live - though the quality of

April 2023 Committee Meetings (page 2)

January 18, 2023

the video and audio may not be, and likely will not be, as good as that produced by the technology in Council Chambers.

Accordingly, subject to Council's directions, the April 19, 2023, Committee meetings could be held at the Lambton Heritage Museum and streamed live to the public, subject to the further discussion below on the date thereof.

**(b) Committee A.M. and P.M. April 19, 2023, Meeting Date**

Members and Staff attend the Ontario Good Roads Association Conference in Toronto, Ontario. This year, that conference will be held between April 16<sup>th</sup> and 19<sup>th</sup>, 2023. The last day of the conference, April 19<sup>th</sup>, conflicts with the Committee A.M. and P.M.'s meetings scheduled for that day as well.

As in the past, those Committee meetings have typically been rescheduled to the Thursday to accommodate members and Staff returning from the conference. Staff seeks Council's instructions to reschedule that meeting to the Thursday as has been done in the past.

**FINANCIAL IMPLICATIONS**

There are no financial implications arising from the subject matter of this report.

**CONSULTATIONS**

The General Managers; Corporate Manager, Information Technology; and the Communications/Marketing Coordinator were consulted on the subject matter of this report.

**STRATEGIC PLAN**

N/A.

**CONCLUSION**

At the behest of members, Committee meetings may be held offsite on the understanding that the audio and video live streaming of the meeting will not be of the same quality as that afforded by the technology available in County Chambers.

As in the past, the April Committee meetings were moved back a day, to the Thursday, to accommodate those returning from the Good Roads Conference.

April 2023 Committee Meetings (page 3)

January 18, 2023

**RECOMMENDATIONS**

- (a) That the April 2023 Committee A.M. and Committee P.M. meetings be held at the renovated Lambton Heritage Museum.**
- (b) That the Committee A.M. and Committee P.M. meetings be moved from April 19, 2023, to April 20, 2023, to accommodate members and staff returning from the Ontario Good Roads Association Conference.**

CAO 02-05-23

**Savannah Hardy**

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**To:** Stephane Thiffeault  
**Subject:** RE: [EXTERNAL] Call for Nominations: Vacancies for Ontario representatives on the FCM Board of Directors | Appel de candidatures : postes de représentants de l'Ontario à pourvoir au conseil d'administration de la FCM

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**From:** FCM Communiqué <[communiquer@fcm.ca](mailto:communiquer@fcm.ca)>

**Sent:** Tuesday, December 13, 2022 12:39 PM

**To:** Ron Van Horne <[ron.vanhorne@county-lambton.on.ca](mailto:ron.vanhorne@county-lambton.on.ca)>

**Subject:** [EXTERNAL] Call for Nominations: Vacancies for Ontario representatives on the FCM Board of Directors | Appel de candidatures : postes de représentants de l'Ontario à pourvoir au conseil d'administration de la FCM

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FCM Board vacancies / Postes vacants au CA de la FCM

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December 13, 2022



# COMMUNIQUÉ



*Le français suit l'anglais*



## **Call for Nominations: Vacancies for Ontario representatives on the FCM Board of Directors**

Dear Chief Administrative Officer,

As an [FCM](#) member municipality, we would appreciate your cooperation in sharing the following information with your elected council members regarding vacancies on the FCM Board of Directors.

### **Vacancies on the FCM Ontario Caucus**

There are two vacancies on the FCM Board of Directors for Ontario representatives for the remainder of the 2022-2023 term, until the Annual General Meeting in May 2023:

- two (2) vacant seats at large.

### **Eligibility Criteria**

In accordance with FCM's bylaws Ontario elected municipal officials eligible to serve as Directors on FCM's Board of Directors must meet the following criteria:

1. Be an elected official of an FCM member municipality from Ontario;
2. Complete the [consent form](#) and submit it to FCM as indicated on the form; and
3. Submit an official resolution ([see this example](#)) endorsed by their member municipality **authorizing them to seek a position** on FCM's Board of Directors, and **agreeing to cover the costs** of their attendance at meetings of FCM's Board of Directors.

The deadline for submitting the consent form and resolution to FCM is **Monday, January 30th at 5:00pm EST.**

### **About FCM's Board of Directors**

FCM's Board of Directors is comprised of 74 elected municipal officials and affiliate members representing each province and territory in Canada. Ontario is allotted sixteen (16) Directors. Full details can be seen in the FCM [bylaws](#).

The full term of office of Board Directors is from one AGM until the next AGM (the current term will end on May 28, 2023). During their term of office, Directors are expected to attend all meetings of the Board of Directors and the Annual Conference. During the remainder of this term, one Board meeting will be held in March (in Durham, ON), and one meeting will be held virtually in May. FCM's Annual Conference (in Toronto, ON) will take place in May 2023.

If you have any questions, please [contact the FCM Elections Team](#), or the Ontario Regional Caucus Chair, [Tim Tierney](#), Councillor, City of Ottawa.

Best regards,  
FCM Elections Team

## **Appel de candidatures : postes de représentants de l'Ontario à pourvoir au conseil d'administration de la FCM**

Chers directeurs généraux, chères directrices générales,

En tant que municipalité membre de [la FCM](#), nous aimerions votre collaboration afin de partager l'information suivante concernant les postes vacants au sein du Conseil d'administration de la FCM avec les élu(e)s de votre conseil municipal.

### **Postes vacants au sein du caucus de l'Ontario de la FCM**

Deux (2) poste sont à pourvoir au conseil d'administration de la FCM par des représentants de l'Ontario pour le reste du mandat 2022-2023, soit jusqu'à l'assemblée générale annuelle de mai 2023 :

- Deux (2) postes de la catégorie « hors cadre ».

### **Les critères d'éligibilité**

Conformément au règlement de la FCM, les élus municipaux de l'Ontario éligibles à un poste d'administrateur du conseil d'administration de la FCM doivent remplir les critères suivants :

1. Être un élu ou une élue d'une municipalité ontarienne membre de la FCM ;
2. Remplir le [formulaire de consentement](#) et le faire parvenir à la FCM comme indiqué sur le document ; et
3. Soumettre une résolution officielle ([voir l'exemple](#)) approuvée par sa municipalité membre, **l'autorisant à poser sa candidature** au conseil d'administration de la FCM et **acceptant de couvrir les coûts** de sa participation aux réunions du conseil.

Vous devez soumettre le formulaire de consentement et la résolution à la FCM d'ici le **lundi 30 janvier 2023 à 17 h (HE)**.

### **À propos du conseil d'administration de la FCM**

Le conseil d'administration de la FCM compte 74 membres et comprend à la fois des élus municipaux et des membres affiliés qui représentent chaque province et territoire du Canada. Seize (16) administrateurs proviennent de l'Ontario. Les détails complets peuvent être consultés dans les [règlements](#) de la FCM.

La durée du mandat des membres du conseil d'administration s'échelonne d'une assemblée générale annuelle à la suivante (le mandat en cours se terminera le 28 mai 2023). Pendant leur mandat, les administrateurs sont tenus de participer à toutes les réunions du conseil prévues ainsi qu'au congrès annuel de la FCM. Pour le reste du mandat actuel, une réunion du CA aura lieu en mars (Durham, Ont.) et une réunion se tiendra virtuellement en mai. La conférence annuelle de la FCM (à Toronto, Ont.) aura lieu en mai 2023.

Pour toute question, veuillez communiquer avec [l'équipe des élections de la FCM](#) ou avec le président, Caucus régional de l'Ontario, [Tim Tierney](#), conseiller, Ville d'Ottawa.

Cordialement,  
L'équipe des élections de la FCM



24 Clarence Street  
Ottawa, Ontario K1N 5P3

T. 613-241-5221 | F. 613-241-7440

[fcm.ca](http://fcm.ca)

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**Office of the County Warden**  
789 Broadway Street, Box 3000  
Wyoming, ON N0N 1T0

CAO 02-06-23

Telephone: 519-845-0801  
Toll-free: 1-866-324-6912  
Fax: 519-845-3160

January 9, 2023

Dear County Council:

**Re: 2023 SWIFT Board Member Representation**

At the October 14, 2022 SWIFT Board meeting, the SWIFT Board of Directors set the 2023 Annual General Meeting (AGM) date to April 28, 2023. As the newly elected Warden of Lambton County Council for 2023-2024, I have submitted an application for consideration as a Western Ontario Wardens' Caucus (WOWC) member representative to the SWIFT Board. This appointment is a two-year term ending at the 2025 AGM.

I am seeking a resolution of Council to confirm support of my application to the SWIFT Board as a WOWC member representative for the 2023 two-year term.

Yours sincerely,

Kevin Marriott  
Warden

[www.lambtononline.ca](http://www.lambtononline.ca)

