



**AGENDA**  
**COMMITTEE of the WHOLE - 9:00 a.m.**

**Wednesday, September 17, 2025**  
**Council Chambers, Wyoming**

Page

**1. Call to Order - Committee of the Whole**

**Committee Members:** J. Agar, G. Atkinson, D. Boushy, M. Bradley, A. Broad, T. Case, D. Cook, B. Dennis, D. Ferguson, B. Hand, B. Loosley, C. McRoberts, S. Miller, D. Sageman, I. Veen, B. White, and Warden K. Marriott.

**2. Disclosures of Pecuniary Interest**

If any.

**3. INFRASTRUCTURE & DEVELOPMENT SERVICES DIVISION**

**A) Correspondence to Receive and File**

4 - 17

a) I&DS 10-01-25 A resolution from The Township of Georgian Bay, dated June 2, 2025 regarding the *Floating Accommodations Position Paper* (published May 2025) which provides detailed guidance to Ontario municipalities on the regulation of Floating Accommodations.

18 - 19

b) I&DS 10-02-25 A letter from Heather Levecque, Assistant Deputy Minister, Operations Division, Ministry of Emergency Preparedness and Response, dated June 30, 2025 regarding the County of Lambton Emergency Management Program satisfying the *Emergency Management and Civil Protection Act* requirements for 2024.

**B) Information Reports**

20 - 24

a) Information Report dated September 17, 2025 Regarding 2nd Quarter 2025 – Building, Plumbing, Septic, By-Law.

25 - 27

b) Information Report dated September 17, 2025 Regarding 2nd Quarter Work in Progress, Statistics and Approval Authority Activity.

**C) Reports Requiring a Motion**

28 - 31

a) Report dated September 17, 2025 Regarding Petrolia Public

Works Depot - Site Improvements.

**4. PUBLIC HEALTH SERVICES DIVISION - Emergency Medical Services Department**

**A) Correspondence to Receive and File**

- 32 a) EMS 10-03-25 A letter from Greg Sage, President, Ontario Association of Paramedic Chiefs dated August 8, 2025, expressing thanks and appreciation for the Ontario Government's [announcement](#) on August 5, 2025 that the Community Paramedicine for Long-Term Care (CPLTC) Program is being made permanent.

**B) Information Reports**

- 33 - 36 a) Information Report dated September 17, 2025 Regarding EMS Operational Update - Q1 and Q2, 2025.

**5. CULTURAL SERVICES DIVISION**

**A) Information Reports**

- 37 - 49 a) Information Report dated September 17, 2025 Regarding Libraries Second Quarter 2025 Statistics.
- 50 - 56 b) Information Report dated September 17, 2025 Regarding Museums, Gallery and Archives Second Quarter 2025 Statistics.
- 57 - 62 c) Information Report dated September 17, 2025 Regarding Update - Consolidation of Port Lambton and Sombra Libraries.

**B) Reports Requiring a Motion**

- 63 - 64 a) Report dated September 17, 2025 Regarding Libraries Donations, April 1 to June 30, 2025.
- 65 - 73 b) Report dated September 17, 2025 Regarding Museums, Gallery and Archives Collection Management May, June and July 2025.

**6. LONG-TERM CARE DIVISION**

**A) Information Reports**

- 74 - 77 a) Information Report dated September 17, 2025 Regarding Long-Term Care Occupancy - January to June 2025.

**7. CORPORATE SERVICES DIVISION**

**A) Correspondence to Receive and File**

- 78 - 80 a) CORP 10-04-25 A letter from Donna Delvecchio, Acting City Clerk, St. Catharines regarding Elect Respect Pledge that The

City of St. Catharines Council calls on elected officials, organizations and community members to support the campaign and sign the pledge at [www.electrespect.ca](http://www.electrespect.ca).

- |         |    |  |
|---------|----|--|
| 81      | b) | <u>CORP 10-05-25</u> A letter from Joanne Sanderson, Chair, Lambton Agricultural Hall of Fame dated July 31, 2025 asking County Council to appoint one representative to the Board of Directors for the Lambton Agricultural Hall of Fame for the 2025-2026 fiscal year. |
| 82 - 83 | c) | <u>CORP 10-06-25</u> A letter from Tracey Rodrigues, Deputy County Clerk, Norfolk County dated July 31, 2025 that supports the Township of Otonabee-South Monaghan regarding Bill C-2.   |
| 84 - 85 | d) | <u>CORP 10-07-25</u> A letter from Jeff Smith, Municipal Clerk, Township of Woolwich dated August 27, 2025 that requests that the Province of Ontario continue to study the impacts of the Strong Mayors legislation.  |

## 8. FINANCE, FACILITIES AND ACQUISITIONS DIVISION

### A) Reports Requiring a Motion

- 86 - 87                      a)      Report dated September 17, 2025 Regarding 2026 New  
Capital Grant Requests.

## 9. SOCIAL SERVICES DIVISION

### A) Information Reports

- |         |    |  |
|---------|----|--|
| 88 - 91 | a) | Information Report dated September 17, 2025 Regarding Child Care Facility Development Update.          |
| 92 - 95 | b) | Information Report dated September 17, 2025 Regarding Housing Services Statistical Report - Quarter 2. |

## 10. IN-CAMERA

No In-Camera Items.

## 11. ADJOURNMENT

IDS 10-01-25



**The Township of Georgian Bay  
Resolutions  
Council - 02 Jun 2025**

Item 11.(b)

**Date: June 2, 2025****C-2025-155**

**Moved by** Councillor Kristian Graziano  
**Seconded by** Councillor Allan Hazelton

WHEREAS the Floating Accommodations – Position Paper (April 2025) provides detailed guidance to Ontario municipalities on the regulation of Floating Accommodations, highlighting critical legal and environmental challenges; and

WHEREAS the document identifies significant gaps in current provincial and federal frameworks that municipalities are best positioned to address through zoning and land-use bylaws; and

WHEREAS the paper recommends proactive municipal action based on successful case studies and legal precedents such as the Glaspell v. Ontario decision; and

WHEREAS Georgian Bay Township has already taken steps to address Floating Accommodations and has an interest in promoting inter-municipal collaboration on this issue;

NOW THEREFORE BE IT RESOLVED THAT Council receive the Floating Accommodations – Position Paper (May 2025) for informational purposes; and

THAT the Clerk be further directed to forward the document and this resolution to the Association of Municipalities of Ontario (AMO) and member municipalities for consideration and potential provincial advocacy.

☒ Carried      ☐ Defeated      ☐ Recorded Vote      ☐ Referred      ☐ Deferred

**Recorded Vote:**

	For	Against	Absent
Councillor Brian Bocek			
Councillor Peter Cooper			
Councillor Kristian Graziano			
Councillor Allan Hazelton			
Councillor Stephen Jarvis			
Councillor Steven Predko			
Mayor Peter Koetsier			

**Peter Koetsier, Mayor**



Floating  
Accommodations not  
Vessels Coalition



# ***Floating Accommodations Position Paper***



## EXECUTIVE Summary

This position paper provides guidance for Ontario municipalities seeking to regulate or restrict Floating Accommodations within their jurisdictions.

Floating Accommodations are a detrimental presence on Ontario's lakes and rivers. They present multiple environmental, navigational, taxation, and zoning issues. Over the past four years, they have eluded control as the issue of Floating Accommodations fell into a very large gray area when this all began.

The authors of this position paper, the **Floating Accommodations not Vessels Coalition**, strongly urge you as municipal leaders to pursue **one or a hybrid** of the following two regulatory strategies:

**1. Ban floating accommodations in your jurisdiction.**



*They cannot exist within your municipality without putting your natural environment and governance regulations in turmoil. The Township of Severn has led the way with a bylaw banning Floating Accommodations [\[Township of Severn Zoning By-law Amendment to regulate Floating Accommodations\]](#). The Township of Georgian Bay recently adopted a similar by-law [\[Township of Georgian Bay Zoning By-law](#)*

*[Amendment to regulate Floating Accommodations\]](#). The intent is to provide clarity in their zoning bylaws in that floating accommodations are not a permitted use. Several municipalities are following their lead and investigating this strategy.*



**2. Restrict floating accommodations to fixed / permanent moorings.** *These locations would be subject to municipal zoning by-laws stipulating appropriate sanitary, hydro, power connectivity, and placed on environmentally safe floatation systems. Floating accommodations are permanently located in a properly zoned facility similar to a trailer park but*

*for floating accommodations on water. This model has several working examples such as Bluffers Park on Lake Ontario or False Creek in downtown Vancouver. For most municipalities, this would be considered a new form of development and require significant policy changes.*

### **“Your new neighbours”**

#### **They can suddenly appear on your waterfront at any moment...**

Floating Accommodations (FAs) can be a building or structure such as modified shipping containers or wood framed structures placed on floatation devices. They are not primarily intended for navigation and will moor over crown lakebeds or private property lakebeds. FAs can move frequently and are usually equipped with an anchoring system such as steel ‘spuds’ embedded into the lakebed to stabilize the unit at each mooring location. They potentially shed toxic materials and other contaminants into surrounding waters and lakebeds.



### **Municipalities Play a Crucial Role in Fully Regulating Floating Accommodations**

Municipalities have a crucial role in addressing regulatory gaps and exceptions that fall outside the recent implementation of federal, provincial, and private property trespassing regulations to manage Floating Accommodations. Verifying and strengthening the regulatory framework was a collaboration between Parks Canada (PC - federal), the Ministry of Natural Resources (MNR - provincial), and the Ontario Provincial Police (OPP - provincial).

The following scenarios are not hypothetical. They have all occurred and would fall outside the jurisdiction of new and existing federal, provincial and OPP controls.

- 1) *What happens to an owner of an FA who chooses to float their FA over their personally owned private lakebed property?*
- 2) *What happens to commercial marinas who wish to establish mooring for FAs on their premises in a permanent or semi-permanent manner?*
- 3) *What happens when FA owners floating within a township, move daily to relocate in that same township to avoid confrontation with governing agencies?*

### ***Municipal Bylaws – What Issues Are You Being Asked to Tackle?***

The recently launched PC, MNR, and OPP frameworks can clearly deal with trespassing for stationary (moored) FAs in federal / provincial waters and over private lakebeds.

However, there are 3 scenarios that fall outside of the newly published PC, MNR, and OPP frameworks. They are:

- 1) ***FAs floating over private lakebeds:*** *What is missing is how to deal with an FA owner who chooses to park adjacent to their shoreline where he/she has property 'ownership' rights to the lakebed. This issue is very real and exists in many of Ontario's lakes and rivers. The scenario would allow an FA owner to bypass existing building codes and local taxation to class their structure (be it a boathouse, or residence) as a vessel. This scenario is a "trojan horse" into illegal residential boathouses and homes on water with the very real possibility of being short term rentals.*
- 2) ***FAs floating in a commercial marina:*** *The scenario of a marina establishing an unauthorized temporary (or permanent) mooring location for a FA within a municipality that is not zoned for FAs causes a significant degree of difficulty. Most current municipal zoning does not acknowledge FAs and in a jurisdiction without FA definitions and approved zoning the FA owner can fall back on their vessel designation and potentially use the Transport Canada vessel designation as a shield to avoid any charges. This scenario has already occurred throughout Ontario, including in the Rideau Canal and the Kawartha Lakes region.*
- 3) ***FAs floating freely and/or mooring in a different location each night:*** *The challenge with this scenario is some FA owners have been very creative in where they moor and for how long. They have become very familiar with enforcement processes and time limitations and simply move before charges can be laid. Each situation would be reviewed on a case-by-case basis and time limitations may or may not apply.*

All three of these scenarios require a municipal regulatory framework. There are emerging strategies to guide Ontario's municipalities in preventing FAs from further potential abuse and destruction of our natural resources for current and future generations.



### ***Call to Action To All Ontario Municipalities With Waterfront Assets***

Based on our collective learning, experience and history with the FA problem, we believe there are two responses municipalities can utilize to attempt to control FAs participating in one or more of the three scenarios outlined above:

- 1) ***FAs cannot exist within the boundaries of a municipality:*** *This scenario has recently been enacted in the Townships of Severn and Georgian Bay; although they have not yet been tested in court. These zoning by-law amendments provide clarity in that floating accommodations are not a permitted use. FAs cannot exist on waters within these Townships, under any circumstances, over public or private lakebeds or in commercial marina establishments. Their outright ban of FAs is actively being considered by several other municipalities, [[Township of Severn Zoning By-law Amendment to regulate Floating Accommodations](#)], [[Township of Georgian Bay Zoning By-law Amendment to regulate Floating Accommodations](#)]*
- 2) ***FAs can only exist as FHs (floating homes):*** *When floating accommodations are permanently fixed to an approved dock/mooring with permanent hydro, sanitary, and water connections they are classified by Transport Canada as a Floating Home (FH). Floating Homes are not vessels. This scenario of approved mooring for Floating Homes is well understood, documented and in place throughout British Columbia and Bluffers Park on Lake Ontario and would require significant municipal policy changes for most. One further twist on this scenario is that a FH owner who chooses to untether and go float “free range” for a time and then come back may be banned from the FH mooring location depending upon their Home Owners Agreement. This solution has existed for some 20+ years in both locations and is very well understood.*

It is suggested that municipalities consult with their own legal representatives to determine what regulatory approach is best suited for your jurisdiction.

Need To Find Out More?

If you need more information or further clarification on any aspect of this position paper, please feel free to reach out to any member of the Floating Accommodations not Vessels Coalition or to our email address [fanv2025@gmail.com](mailto:fanv2025@gmail.com).

APPENDIX

***Floating Homes versus Floating Accommodations:  
Definitions and Management to date***

**Historical context and definitions:**

Historically, floating residential structures have existed in zoned-for-purpose marinas and permanent mooring locations. These types of structures look and feel like houses. They are typically wood framed units with windows, doors, roofs, and decking and floatation devices. Inside they have bathrooms, kitchens, living rooms and bedrooms... essentially a house on water. They are “permanently” moored / fixed to a docking arrangement and are also permanently connected to sanitary sewers, water supply, power supply, and gas (for heating and cooking) supply.

There are multiple instances of these floating residences, but the most popular and recognized communities are the 24 floating homes in Bluffers Park on the shores of Lake Ontario in Scarborough (Toronto), and 60+ homes in False Creek in downtown Vancouver.



Both of these examples and all other occurrences where a floating residence is fixed permanently to a mooring location are classified by Transport Canada as “Floating Homes”. It is important to understand that Floating Homes are not recognized by Transport Canada as vessels. They are distinct and separate from Floating Accommodations.

**How do Floating Accommodations differ from Floating Homes?**

The recently emerging challenge is Floating Accommodations, which can be ‘repurposed’ shipping containers modified by DIY individuals or purpose-built wood construction. The units have windows, doors and some form of bathroom, kitchen, sleeping, and living quarters. Floating Accommodations are not restricted to the configuration seen below, as there are numerous examples of residences fabricated with wood frame construction built on floatation devices that appear more like a traditional boathouse.



All of these floating accommodations are not permanently fixed to a mooring location. They are “free range floating residences”; moving, floating and mooring whenever and wherever they wish.

Transport Canada classifies floating residences that are not connected to a permanent mooring location as vessels.

Floating Accommodations until 2023 were largely unregulated within Ontario. The topic had not historically been an issue; therefore, government agencies needed to react to the changing issue and the “vessel” designation being utilized by Transport Canada as well as by the individuals and/or companies exploiting this loophole.

The authors can now report that Parks Canada, MNR, and OPP have separately and collectively identified enforcement avenues where appropriate to attempt to govern Floating Accommodations. To complete the governance framework, appropriate amendments to existing municipal by-laws are required.

### ***What Are the Challenges Associated with Floating Accommodations?***

This table illustrates the complexity of multiple government agencies whose mandates are individually impacted yet require collective collaboration to implement solutions. The following table lists the various issues and respective agencies likely to manage them.

<b>Issue / Concern with Floating Accommodations</b>	<b>Expected Responsible Agency</b>
Potential absence of sanitary capability and dumping of toxic and other harmful substances from FA	Environment & Climate Change Canada (ECCC) (Federal) and Ministry of Environment (Prov.)
Pollution from floatation devices and garbage	Transport Canada & ECCC (Federal); Ministry of Environment (Provincial)
Impact of endangered wildlife when moored in environmentally sensitive areas	Parks Canada or ECCC if outside of Parks Canada sites; Fisheries & Oceans if fish/mussel related; <i>Endangered Species Act</i> administered by Ministry of the Environment (Provincial)
Navigational impediment as a moving vessel	Transport Canada
Navigational impediment as a moored vessel	Transport Canada & Local Municipalities (via VORR's)
No building or construction standards specifically related to FAs exist	Transport Canada
FAs pay no taxation to support consumption of local emergency services or waste management services	Municipality
Mooring in any location	Municipal zoning (not yet tested in court)
Mooring on private lakebeds (must make contact with private property beneath the water)	OPP – Trespass to Property Act

Issue / Concern with Floating Accommodations	Expected Responsible Agency
Spawning ground / fish habitat damage caused by the steel spuds into lakebeds	Fisheries and Oceans Canada (DFO) (Federal water control); DFO supported by Parks Canada in National Parks, National Historic Sites and National Marine Conservation Areas; MNR (inland lakes); responsible for the management of fisheries
Floating Accommodations becoming vacation rentals (VRBO or Airbnb)	Municipal by-laws (e.g. Short-Term Rental by-laws and zoning by-laws)
Floating Accommodations becoming an unregulated expansion of a cottage	Federal waters – Parks Canada in National Parks, National Historic Sites and National Marine Conservation Areas Provincial waters- <i>Public Lands Act</i> administered by MNR prohibits FAs from occupying provincial public land through regulation Privately owned waters – Municipality

During our early discussions, each of the agencies that we expected to play a partial and/or full role to control Floating Accommodations felt they were not legislated to manage and regulate Floating Accommodations. Many felt that other agencies were better equipped to regulate the problem or that, given Transport Canada's designation of FAs as vessels, that Transport Canada was the ultimate controlling ministry. Agencies outside of Transport Canada were of the opinion that any attempt to act would result in legal proceedings that given the vessel designation, would likely be unsuccessful with respect to the agency responsible for legal expenses.

### ***What Changes Have Been Made to Support a Regulatory Framework?***

The shift to create enforceable solutions came via 2 separate but foundational insights:

1. ***Glaspell vs Ontario 2015*** – Clarifying lakebed ownership which has become the cornerstone strategy “anchoring” all of the in-force regulatory frameworks.
2. ***Freedom of Information request to Transport Canada*** – Clarified 3 important aspects:
  - a) *Floating Homes vs Floating Accommodations: Floating Homes are not vessels; Floating Accommodations are vessels.*



- b) Transport Canada's primary (and some would say only) objective is vessel safety. They do not believe their mandate / charter per the Canadian Transport Act (2001) mandates them or requires them to control Floating Accommodations.*
- c) Transport Canada has expressed strong public support of the newly launched MNR Floating Accommodation regulatory framework (161/17). Transport Canada's guidance to other agencies interested in governing FAs was very clear – use the MNR framework to guide your actions.*

It is critical to the municipal strategy that readers of this position paper are comfortable with the solid underpinnings of the current provincial, federal and criminal regulatory framework.

The Glaspell v Ontario ruling [[Glaspell v Ontario 2015 ONSC 3965](#)] has clarified 3 elements that have been 'baked' into case law informing FA regulations formed by Parks Canada and MNR.

- a) Glaspell ruling established that all lakebeds and riverbeds are the ownership of either federal crown, provincial crown or private ownership, and separately, municipalities have the option to issue zoning controls over those lakebeds.*
- b) The ownership of lakebed can act as a basis to authorize or not permit a floating object overhead to cast a shadow over the lakebed and by definition occupying that lakebed.*
- c) Resulting from the case law establishing enforceable lakebed ownership, the principle of authorized vs unauthorized occupation of crown land (lakebed) has been crystallized into FA regulatory frameworks.*

The importance of Glaspell was vital to the success of the regulatory frameworks that have emerged. The critical learning here is that historically all enforcement by Parks Canada, MNR, and OPP was through "land-based" policies. Had any of these agencies sought to remedy through water-based policies, they likely would have lost any court challenge due to the vessel designation that Transport Canada would likely uphold. Seeking to control Floating Accommodations through land-based laws was a masterful stroke of genius and we applaud the leadership of MNR, Parks Canada and OPP.

Municipalities would be advised to consider and build on the positive implications of the Glaspell ruling in their formation of FA zoning and governance by-laws.

The Ministry of Natural Resources (MNR Ontario) was first out of the gate to create their regulatory framework based on the Glaspell ruling. Specifically, 161/17 which is exactly the right regulatory framework to govern Floating Accommodations.

The full definition of Ontario Regulation 161/17 is found in this link [[MNR Regulation 161/17 governing Floating Accommodations](#)] The fundamentals of 161/17 include:

- a) Defining what is and what is not a floating accommodation.*
- b) Defining occupation of provincial crown land by the shadow of a floating object overhead on crown lakebed.*
- c) Conveying that a floating accommodation is not permitted to occupy provincial lakebed and shoreline.*
- d) The ability to charge the owner of the floating accommodation in the event they are occupying provincial lakebed without permission.*

The principles underlying the MNR 161/17 framework (released in summer of 2023) has since been adopted in principle by both Parks Canada and OPP and both agencies have identified enforcement avenues where appropriate.

Parks Canada's solution was issued in 2024 and mirrors MNR's strategy. The full definition of Parks Canada's regulation can be found in the following link [[Parks Canada Mooring Regulations covering Floating Accommodations](#)]. The fundamentals of Parks Canada's framework include:

- a) Defining what is a floating accommodation in a manner similar to MNR.*
- b) Requiring all floating accommodations secure a permit to lawfully moor over federal lakebeds overnight.*
- c) Failure to obtain a permit constitutes "unauthorized occupation" of federal lands and the occupying person(s) will be charged accordingly.*

Lastly, the OPP have embraced a similar lakebed ownership strategy for privately owned lakebed. They have case law where they have successfully prosecuted a floating accommodation that was making actual contact with a private lakebed in an unauthorized manner and consequently the FA owners were charged and successfully prosecuted with trespassing.

### ***The Townships of Severn and Georgian Bay Experience***

As we described in the first few pages, the existing regulatory framework created by MNR, Parks Canada and OPP has a few gaps. Severn Township recognized that early on and amended their by-law in 2024 [[Township of Severn Zoning By-law Amendment to regulate Floating Accommodations](#)]. A similar by-law amendment was enacted in the Township of Georgian Bay in 2025 [[Township of Georgian Bay Zoning By-law Amendment to regulate Floating Accommodations](#)].

The essential element of these amended by-laws, described in this position paper as Response #1 on page 5, is very simple... FAs cannot exist on waters within the boundaries of these two townships.... period. While they have not been tested in court, one by-law has already been successfully used as a deterrent to an FA presence. Several other townships are actively studying and considering implementing similar by-laws for their respective jurisdictions.

### ***There Are Numerous Lessons Gained Along This Journey***

Our grass roots organization **Floating Accommodations not Vessels Coalition** experienced many peaks and valleys in the journey to facilitate the appropriate agencies to successfully manage and control the new “issue” of Floating Accommodations.

It would be an accurate reflection to say that only if we knew then what we know now...

#### **There are six key learnings:**

- 1) *It takes a team of motivated, passionate, patient people to stick with it... we discussed after year one and two – was this worth it? Yes! While it took our coalition four years to get here, we believe our efforts have been instrumental in facilitating the right framework that can be applied province-wide.*
- 2) *When working with federal and provincial agencies who say no, don't take that for an answer, keep up the pressure, continue to make your issue their issue. At some point in time the right set of agencies will step forward and get to the solution. In our case that was a combination of Parks Canada, MNR, OPP and our local municipalities – the Townships of Severn and Georgian Bay.*
- 3) *Broad based support by multiple grass roots organizations was key to our combined success. In our case that consisted of numerous local Cottage Associations large and small who all successfully raised their voices. We would do it again in the same way.*
- 4) *While appeals by local politicians and provincial MPP's and federal MP's to both provincial and federal ministers didn't directly solve the issue, it greatly helped to communicate the seriousness of the issue.*
- 5) *Sometimes, it takes a change in basic assumptions and in this case it was the insights gained from the Glaspell ruling to get to the right answer. Together with MNR, Parks Canada and OPP we were fortunate enough to understand the pathway and leverage Glaspell.*
- 6) *Media! We were fortunate to tap into print, tv, radio, social media – it all helped. We brought on partners like Federation of Ontario Cottagers' Association (FOCA) and Cottage Life to spread the message. Had we had more financial resources we would have stepped up our investment in social media... maybe next time!*

### ***Acknowledgements and Thank You.***

We would like to thank in no particular order...

- *Working group members from our partners at Parks Canada, Ministry of Natural Resources and the Ontario Provincial Police.*
- *Working group members from our municipal partners - Mayors, Councillors and Staff from Severn Township, Township of Georgian Bay, Tay Township and Township of the Archipelago.*
- *Gloucester Pool Cottagers' Association & Georgian Bay Association*
- *The Decibel Coalition*
- *Safe Quiet Lakes Coalition*
- *Cottage Life*
- *Many cottage associations, and the Federation of Ontario Cottagers' Association (FOCA)*
- *And lastly, the Floating Accommodations Not Vessels Coalition members who authored this position paper*

While we did strive to ensure the accuracy and completeness of this information, the authors assume no responsibility for any omissions to or errors that may be contained within this position paper.

We the members of the Floating Accommodations not Vessels Coalition wish to express our deep gratitude and thanks to all the members mentioned above that have been instrumental in this journey.... Thank you!

I&amp;DS 10-02-25

**Ministry of Emergency  
Preparedness and Response**25 Morton Shulman Ave,  
Toronto, ON M3M 0B1**Ministre de la Protection civile et  
de l'Intervention en cas d'urgence**25, av. Morton Shulman,  
Toronto, ON M3M 0B1

June 30, 2025

County of Lambton

Dear Jay vanKlinken - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA 2024.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in 2024.

You may also be interested in learning of the following information for further context:



- 423 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2024, of which 418 were advised they appeared to satisfy their EMCPA requirements.
- Of the 5 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
  - Not conducting an annual exercise as prescribed;
  - CEMC did not complete training;
  - Not completing the annual MCEG training; and/or
  - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Holly Ready

Email: [holly.ready@ontario.ca](mailto:holly.ready@ontario.ca); [darin.dees@ontario.ca](mailto:darin.dees@ontario.ca)

Phone: 437-217-0230

Sincerely,

Heather Levecque  
Assistant Deputy Minister, Operations Division  
Ministry of Emergency Preparedness and Response

cc: Warden Kevin Marriott

	<b>INFRASTRUCTURE &amp; DEVELOPMENT SERVICES DIVISION</b>
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>DEVELOPMENT SERVICES</b>
<b>PREPARED BY:</b>	<b>Connor McEachen, Deputy Chief Building Official</b>
<b>REVIEWED BY:</b>	<b>Corrine Nauta, Manager, Development Services</b> <b>Jason Cole, P. Eng., General Manager</b> <b>Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>2<sup>nd</sup> Quarter 2025 – Building, Plumbing, Septic, By-Law</b>

### **BACKGROUND**

The Development Services Department (the “**Department**”) provides building and planning services to 10 of the 11 member municipalities in the County of Lambton (the “**County**”). In addition, Department staff conduct plumbing and septic system inspections for all 11 member municipalities in the County. Property standards services are also supplied to nine member municipalities in the County and the Department is also responsible for weed inspections. Additionally, the City of Sarnia, Walpole Island First Nations and the Municipality of Strathroy-Caradoc have contracted inspection services for 2025, on an as-needed basis. The Department also assists the Housing Services Department with the Lambton Renovates program, as required.

### **DISCUSSION**

In the second quarter of 2025, the Department provided 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 and the City of Sarnia. Department staff recognize the importance of property file completeness and actively close files.

Year-over-year, the total number of building permits (new homes, renovations, storage sheds, etc.) decreased by 40. New dwelling units decreased by five, from 82 to 77, compared to the same period last year. Building permit inspections increased by 436, while property standards inspections increased by 189. Plumbing permit issuance increased by 21, and plumbing inspections decreased by 94. The number of septic reports prepared for planning applications (such as severances and minor variances), backfill permits, inquiries, and assessment requests have maintained a steady trend. The number of septic permits issued has decreased by two.

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.

**CONSULTATIONS**

None.

**STRATEGIC PLAN**

Area of Effort #2: Services and Communications – The County is focused on the provision of responsive services and programs, independently and through partnerships, and is committed to progressive and effective communications in promoting the same, by:

- Anticipating and aligning service delivery to emerging needs and expectations (including changing demographics);
- Engaging and informing residents, stakeholders, and municipal partners of the County's services, programs, opportunities, and challenges; and
- Advocating Lambton County's perspective on provincial and federal programs and legislative amendments.

Area of Effort #5: Partnerships – The County is committed to developing strong relationships with community partners, municipalities, and First Nations by:

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

**CONCLUSION**

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

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

**2nd Quarter Building Statistics  
Year to Date Comparison - 2025 vs 2024**

Number of Permits			Value of Construction	
	2025	2024	2025	2024
Residential	183	218	\$39,994,273	\$51,510,035
Commercial	20	21	\$2,530,000	\$5,838,505
Industrial	16	7	\$9,431,950	\$5,318,100
Agricultural	40	52	\$20,327,275	\$22,535,100
Institutional	7	8	\$2,075,484	\$5,209,025
<b>TOTALS</b>	<b>266</b>	<b>306</b>	<b>\$74,358,982</b>	<b>\$90,410,765</b>

**New Dwelling Units in County of Lambton**

Municipality	New Dwelling Units	
	2025	2024
Brooke-Alvinston	19	1
Dawn-Euphemia	2	1
Enniskillen	4	3
Oil Springs	0	1
Petrolia	2	7
Plympton-Wyoming	22	24
Point Edward	1	0
St. Clair	25	44
Warwick	2	1
<b>TOTALS</b>	<b>77</b>	<b>82</b>

Unless otherwise noted, dwelling units are single family dwellings.

Brooke-Alvinston: 5 single family dwellings; 2 semi-detached units; 12 townhouse units

Petrolia: 1 single family dwelling, 1 apartment unit

St. Clair: 19 single family dwellings; 6 townhouse units

**Building Services Department  
2nd Quarter Statistics Comparison 2025 vs. 2024**

	2nd Quarter		Year-To-Date	
<b>Building</b>	<b>2025</b>	<b>2024</b>	<b>2025 Totals</b>	<b>2024 Totals</b>
Permits	163	185	266	306
Inspections	3015	2579	5361	4527
Property & Maintenance	856	667	1408	1068
Amount Invoiced	\$356,400	\$276,215	\$650,169	\$510,519
Building Permit Value	\$39,739,899	\$47,913,156	\$74,358,982	\$90,410,765

	2nd Quarter		Year-To-Date	
<b>Plumbing</b>	<b>2025</b>	<b>2024</b>	<b>2025 Totals</b>	<b>2024 Totals</b>
Permits	162	141	254	294
Inspections	641	735	1123	1381
Permit Revenue	\$45,250	\$36,195	\$64,701	\$83,330

	2nd Quarter		Year-To-Date	
<b>Septic</b>	<b>2025</b>	<b>2024</b>	<b>2025 Totals</b>	<b>2024 Totals</b>
Septic Permits	29	31	54	45
Septic Backfill Permits	29	11	35	30
Severences	5	14	5	18
Minor Variances	7	8	7	8
Amendments	8	1	8	1
Private Sewage Assessments	2	4	4	7
Enquiry Requests	4	5	6	10
Enforcement Inspections	7	2	7	20
Subdivisions	0	0	0	0
Septic Revenue	\$13,350	\$12,915	\$24,175	\$21,515



**2nd Quarter Building Statistics  
The City of Sarnia and The Municipality of Lambton Shores**

**The Municipality of Lambton Shores**

<b>Type/Number of Permits</b>	
Residential	38
Commercial	3
Industrial	0
Agricultural	9
Institutional	0
Other	5
<b>TOTAL</b>	<b>55</b>

**The City of Sarnia**

<b>Type/Number of Permits</b>	
All Categories	87
<b>TOTALS</b>	<b>87</b>

**Year-Over-Year Comparison 2025 vs 2024**

**All Permit Categories**

<b>Municipality</b>	<b>Permits 2025</b>	<b>Value of Construction</b>	<b>Permits 2024</b>	<b>Value of Construction</b>
Lambton Shores	55	\$24,420,200	58	\$13,930,619
Sarnia	87	\$29,815,420	115	\$22,150,091

**New Dwelling Units**

<b>Municipality</b>	<b>New Dwelling Units 2025</b>	<b>New Dwelling Units 2024</b>
Lambton Shores	9	9
Sarnia	64**	14*

- \* 5 of 14 Additional Dwelling Units
- \*\* 5 of 64 Additional Dwelling Units
- \*\* 56 of 64 Multiple Family Dwelling Units

	<b>INFRASTRUCTURE &amp; DEVELOPMENT SERVICES DIVISION</b>
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>DEVELOPMENT SERVICES</b>
<b>PREPARED BY:</b>	<b>Will Nywening, Senior Planning Official</b>
<b>REVIEWED BY:</b>	<b>Corrine Nauta, Manager</b> <b>Jason Cole, P. Eng., General Manager</b> <b>Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>2<sup>nd</sup> Quarter Work in Progress, Statistics, and Approval Authority Activity</b>

### **BACKGROUND**

The Development Services Department (the “**Department**”) provides planning services for 10 of the 11 member 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 table sets out the number of applications that the Department received and processed for the second quarter of 2025 compared to the second quarter of 2024, by category.

<b>Applications</b>	<b>2025</b>	<b>2024</b>
Committee of Adjustment	29	52
Site Plan Control	8	3
Zoning By-Law Amendments	14	18
Official Plan Amendments	1	7
Woodlot Applications	0	0
Woodlot Notice of Intent to Cut	33	28
Woodlot Reviews	1	0
Letters of Compliance (Zoning Confirmations)	7	12
Plan of Subdivision/Condominium Applications	2	2
Plan of Subdivision/Condominium Extensions	3	0
Part Lot Control	0	1
Final Plan of Subdivision/Condominium Approvals	1	1
Draft Plan of Subdivision/Condominium Approvals	2	1
Plan of Subdivision/Condominium Amendments	2	0
Official Plan and Official Plan Amendment Approvals	2	2
<b>Totals</b>	<b>105</b>	<b>127</b>

**Application Volumes**

Application volumes in the second quarter of 2025 are slightly lower than second quarter volumes from 2024. Official Plan Amendment and Committee of Adjustment applications have also decreased this quarter and Site Plan Control applications have increased.

**Official Plan Amendments**

Two Official Plan Amendment approvals occurred:

- Town of Plympton-Wyoming – to amend existing policies related to Short Term Rentals.
- 500 Kenny, Sarnia – to change land use designation to facilitate the expansion of an existing rail car facility.

**Final Approval of Plan of Subdivision/Condominium**

A Plan of Subdivision/Condominium was approved for Trails Edge – Key Homes in Plympton-Wyoming.

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

Two Draft Plans of Subdivision or Condominium were approved. Staff expect at least two more draft plan approvals for a Plan of Subdivision to occur in the third quarter of this year – one in Brooke-Alvinston and one in Point Edward.

**Additional Work in Progress**

Zoning By-Law Reviews are ongoing in Plympton-Wyoming, Point Edward, and Warwick with the assistance of NPG Planning Solutions. A Zoning Review by staff is ongoing in Lambton Shores. Red-line documents of proposed zoning revisions are expected in the third quarter of this year.

Staff are working with respective local municipal staff to select consultants to assist in reviews of the Brooke-Alvinston Zoning By-Law and Dawn-Euphemia Official Plan which are anticipated to commence in the third quarter.

The County Official Plan Review is ongoing with the assistance of NPG Planning Solutions. County growth forecasts and land supply analysis are being prepared for release in the third quarter.

**FINANCIAL IMPLICATIONS**

None.

**CONSULTATIONS**

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

**STRATEGIC PLAN**

Area of Effort #2: Services and Communications - The County is focused on the provision of responsive services and programs, independently and through partnerships, and is committed to progressive and effective communications in promoting the same, by:

- Anticipating and aligning service delivery to emerging needs and expectations (including changing demographics);
- Engaging and informing residents, stakeholders, and municipal partners of the County's services, programs, opportunities, and challenges; and
- Advocating Lambton County's perspective on provincial and federal programs and legislative amendments.

**CONCLUSION**

The Department will continue to provide quarterly updates for statistics, work in progress, and approval authority activity.



## 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 Thiffault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>SUBJECT:</b>	<b>Petrolia Public Works Depot – Site Improvements</b>

### **BACKGROUND**

As part of the 2024 Tangible Capital Asset (“**TCA**”) budget, the Building Depot Improvement Project (RDS-30101) included a budget of \$125,000 for the replacement of the fuel system at the County’s Public Works Depot in Petrolia (“**Petrolia Depot**”) at 310 Centre Street.

The scope of the 2024 project included removal of the existing below grade fuel storage tanks, replacement with an above ground fuel system complete with pumps, concrete pad, bollards and fuel management system upgrades.

During the removal of the underground tanks soil contamination was discovered. Additionally, while replacing fuel tanks a historic abandoned wooden casing oil well was exposed.

The above-noted discoveries have resulted in additional unbudgeted costs being incurred for environmental investigation and remediation works.

The purpose of this report is to seek Council’s authorization to withdraw up to an additional \$250,000.00 in additional funds for this project from the Roads Reserve, bringing the total budget for this project to \$375,000.

### **DISCUSSION**

The 2025 necessary site improvements at the Petrolia Depot included:

- Compliance with the Technical Standards & Safety Authority (“**TSSA**”) as per the Environmental Management Protocol for Fuel Handling Site in Ontario (“**EMP**”);
- Decommissioning/plugging of the historic abandoned wooden casing well to the satisfaction of the Ministry of Natural Resources and Forestry (“**MNR**”); and,

- Depot parking/laydown area improvements.

#### Plugging of Historic Abandoned Oil Well

During the removal of the underground fuel tanks, a historic abandoned wooden casing oil well was discovered approximately four feet below ground. The MNRF was notified of the discovery, and when MNRF field staff attended the site, they confirmed no signs of product or additional off-gassing. The MNRF noted that, as the owner of the property, the County would need to manage the decommissioning of the abandoned well.

There was no record or information relating to this well with the MNRF. The recommended course of action was to plug the well with cement once a well license was obtained. The County received a well license in late 2024 for the purpose of plugging the well and sought quotations from local licensed professionals to plug the well as per the required standards. The work to plug the well is anticipated to be completed in the fall of 2025.

#### Site Contamination – TSSA Compliance

The County retained MTE Consultants Inc. to support the requirements set forth by the TSSA. Soil and groundwater sampling were completed at the Petrolia Depot property in July 2025 with groundwater monitoring wells installed at that time. Test results indicated that the soil contamination on site extends beyond the vicinity of the removed underground fuel tanks and a monitoring program was implemented. Subsequent groundwater samples taken in August 2025 identified additional impacts which required notification to the Ministry of the Environment, Conservation and Parks (“**MECP**”) Spills Action Centre.

#### Next Steps

The Petrolia Depot site has had a long history of industrial use, which is currently being examined. Regardless of the source of the soil and groundwater contamination, the County is required to meet all regulatory standards to investigate and delineate the extent of the contamination as much as practical. This determination will need to be made based on further investigation. Both the soil and groundwater contamination, as well as the proposed plugging of the historic abandoned well, have accumulated a projected cost of approximately \$89,000 to date. It is anticipated that additional costs related to the soil and groundwater contamination will be incurred, though the extent of those costs are quantifiable at this time. With a budget of \$125,000 originally allocated to this TCA, Staff anticipate a need for additional funds to complete the project and specifically to continue with the environmental investigation and to complete the necessary Petrolia Depot site improvements (i.e. parking lot/site improvements with surface paving, etc.).

#### **FINANCIAL IMPLICATIONS**

The 2025 TCA Budget: Building Depot Improvement Project (RDS-30101) allocated \$125,000 to this project. The known costs to date are approximately \$89,000, but



additional funds are required to deal with the additional costs related to the unanticipated soil and groundwater contamination and proposed site works.

The Public Works Department requests authorization to access the Roads Reserve, to an upset limit of \$250,000, to cover additional costs associated with the improvements to the Petrolia Depot, and for adequate funds to continue the required works related to the soil and groundwater contamination and plugging of the abandoned oil well.

### **CONSULTATIONS**

The Technical Standards & Safety Authority, Ministry of Natural Resources and Forestry, Ministry of the Environment, Conservation, and Parks and MTE Consultants Inc. were consulted in preparation of this report.

The Legal Services Department and the County's insurer were consulted in relation to this work. At the time of the report publishing, no confirmation of policy coverage impacts has been received.

### **STRATEGIC PLAN**

Area of Effort #6: Corporate Sustainability – The County is committed to ensuring long-term environmental and financial sustainability in all its operations by:

- Adopting and promoting environmentally sustainable practices in the face of climate change.

### **CONCLUSION**

During the excavation and removal of the below ground fuel storage tanks at the Petrolia Depot in August 2024, soil contamination and a historic abandoned oil well were discovered.

As the property owner, the County of Lambton is required to meet all regulatory standards to investigate and delineate the extent of the contamination and determine the ongoing course of action, whether it is remediation or an ongoing monitoring and reporting program. The existing historic abandoned oil well must be plugged for environmental and safety reasons.

The Public Works Department requests authorization to access the Roads Reserve, to an upset limit of \$250,000, to cover the costs associated with the improvements to the Petrolia Depot, and for adequate funds to continue the necessary work related to the soil and groundwater contamination, and plugging of the abandoned oil well.

Petrolia Public Works Depot – Site Improvements (page 4)

September 17, 2025

**RECOMMENDATION**

**That Staff be authorized to withdraw up to \$250,000 in additional funds from the Roads Reserve to supplement the previously allocated budget to the 2025 TCA Building Depot Improvement Project (RDS-30101), so to address site improvement work (including environmental investigation and remediation) associated with the County's Public Works Depot in Petrolia.**



ONTARIO ASSOCIATION  
OF PARAMEDIC CHIEFS



EMS 10-03-25

110 Cumberland Street, Suite 402, Toronto, ON M5R 3V5

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

August 8, 2025

The Honourable Natalia Kusendova-Bashta  
Minister of Long-Term Care  
6<sup>th</sup> Flr., 400 University Avenue  
Toronto, ON M5G 1S5

Dear Minister Kusendova-Bashta,

On behalf of the Ontario Association of Paramedic Chiefs, and our members representing leadership across 57 regional, county and municipal governments, District Social Services Administration Boards, Air Ambulance services, and First Nations Paramedic Services across Ontario who oversee the work of 14,000 paramedics, I want to express our thanks and appreciation for your announcement this week that the Community Paramedicine for Long-Term Care (CPLTC) program is being made permanent.

Our members have been pleased to collaborate with Ministry of Long-Term staff to move this program from a conceptual pilot a few years ago, to a permanent program that delivers vital services to thousands of Ontario's seniors, allowing them to age in place with a better quality of life, while reducing the burden on the healthcare system. With this program now being made permanent, hundreds of new, permanent paramedic positions have been created.

We commend you and the government for your very substantial investment in this program. We look forward to further collaborating with your Ministry and other Ministries to meet the healthcare needs of all Ontarians through innovative and creative solutions.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'Greg Sage'.

Greg Sage  
President

CC: OAPC Board of Directors

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**PUBLIC HEALTH SERVICES DIVISION**

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>EMERGENCY MEDICAL SERVICES</b>
<b>PREPARED BY:</b>	Lynn McCreary, Deputy Manager Stephen Turner, Manager
<b>REVIEWED BY:</b>	Kevin Churchill, General Manager Stéphane Thiffeault, Chief Administrative Officer
<b>MEETING DATE:</b>	September 17, 2025
<b>INFORMATION ITEM:</b>	EMS Operational Update – Q1 and Q2, 2025

**BACKGROUND**

Lambton Emergency Medical Services (“**Lambton EMS**”) responds around the clock to calls for service throughout the county. Lambton EMS staffs 94 full-time paramedics who operate ten (10) ambulances on a 24-hour basis and three (3) additional ambulances on a 12-hour basis, covering peak hours of operation between 08:00 a.m. and 10:00 p.m. An additional 62 part-time paramedics provide support and backfill to maintain this coverage throughout the year. The service responds to approximately 20,000 calls to 9-1-1 each year.

At its Committee of the Whole meeting on January 15, 2025, County Council were provided benchmark reporting for the year 2024 through the [2024 Year-End EMS Operational Update Report](#).

This report provides benchmark data for Q1 and Q2 2025\* and is intended to provide County Council with key performance and demand metrics. These benchmarks include call volumes, demand growth, response times, and hospital offload performance.

**DISCUSSION**

**Lambton EMS 911 Call Volume (past 5 years)**

<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>AVG Annual +/-</b>
16,309	18,265	19,153	19,649	19,195	3.5%

**Analysis**—Call volume growth (Codes 1-4) has averaged 3.5 % over the past five years. The past three years have seen call volumes remain relatively the same, with a higher than average increase in 2023.

*\*Data obtained from the Ministry of Health Ambulance Dispatch Decision Support Database*

## Code 3, 4 & 8 Calls by Quarter – (Last calendar year plus current)

	2024				2025	
	Q1	Q2	Q3	Q4	Q1	Q2
<b>Code 3 - Urgent</b>	1,837	1,949	1,946	1,890	1,789	1,949
<b>Code 4 - Emergent</b>	2,597	2,850	3,191	2,750	2,785	2,850
<b>Code 8 - Standby</b>	2,778	2,976	3,096	2,098	1,767	2,976
<b>Percentage of C3 &amp; C4 calls requiring standby</b>	62.7%	62.0%	60.3%	45.2%	44.7%	62.0%

**Analysis** – While call volumes have remained steady, the ratio of Code 8 standbys to the number of 9-1-1 calls is significantly lower as an additional 12 hours of ambulance service were added in Q3 of 2024, along with the introduction of the updated Lambton County Deployment plan. In line with the direction of the EMS Master Plan, the reduction of Code 8 Standbys has helped to improve coverage to rural areas of the county and reduce staff workload.

## Offload Delays – Bluewater Health – Sarnia

	2024				2025	
	Q1	Q2	Q3	Q4	Q1	Q2
<b>Bluewater Health (hhh:mm:ss)</b>	128:43:56	129:59:08	203:52:29	266:51:14	312:58:19	234:16:26
<b>% of call – offload &gt;30 mins.</b>	19.6%	19.2%	26.1%	32.5%	27.2%	21.9%

**Analysis** – Offload delay times have improved in the first two (2) quarters of this year. Lambton EMS continues to work with Bluewater Health (“BWH”) to ensure ambulances are offloaded as soon as possible upon arrival at BWH. Staff will continue to monitor these trends and work with BWH to maintain and improve offload delays.

## County-wide Response Time Performance by Quarter (last 2 years)

	2024				2025	
	Q1	Q2	Q3	Q4	Q1	Q2
<b>Average Response Time (mins.)</b>	6.48	6.40	7.68	8.21	7.56	7:45
<b>90<sup>th</sup> Percentile Response Time (mins.)</b>	12.44	12.50	15.9	17.00	13.53	13.07

**Analysis** – The County has set the Response Time Performance Plan (“RTPP”) parameters for Emergency Medical Services, and Lambton EMS continues to meet or

perform better than the assigned standards. While response times were more prolonged than preferred in Q4 of 2024, the subsequent two (2) quarters of 2025 have shown considerable improvement. Staff will continue to monitor this metric closely and make any necessary adjustments to ensure response times are maintained within appropriate parameters.

**Glossary:**

*'Offload Delays'* is a measure of the time paramedic crews are required to wait in hospital emergency departments beyond 30 minutes to transfer patient care to hospital staff.

*'Code 1'* is a deferrable, non-urgent call for assistance, such as a return transfer between hospitals for a stable patient who has already received treatment at one facility and is being returned to their home facility.

*'Code 2'* is a scheduled transfer of a patient to an appointment at a healthcare facility.

*'Code 3'* is an urgent, but not life-threatening, call for assistance. Paramedics are sent when crews are available and may be pre-empted for life-threatening emergencies. Ambulances do not travel with lights and sirens on Code 3 calls. These could include orthopedic injuries, abdominal pains, general illness and weakness, etc.

*'Code 4'* is an emergent, potentially life-threatening, call for assistance. The closest ambulance is sent immediately and will travel with lights and sirens to the location. These calls include emergencies such as cardiac arrest, unconsciousness, chest pain, shortness of breath, active seizures, motor vehicle collisions and major trauma.

*'Code 8'* is the movement of an ambulance to provide standby coverage in an area outside of their normal station. Ambulances are relocated frequently, as other ambulances are assigned to 9-1-1 calls, to help ensure the most balanced coverage across the region, at any given time, with the remaining resources available.

*'Average Response Time'* is the average time of response by an ambulance to a Code 4 emergency.

*'90<sup>th</sup> Percentile Response Time'* is the time in which 90% of Code 4 calls are responded to. This measure is seen as a more reliable measure of response times as it addresses the wide variabilities in responses that can occur.

*'Response Time Performance Plan'* is the response time parameters set by council and reported annually to the Ministry of Health. The RTPP measures response times based on five (5) progressive patient acuity levels at the time of paramedic contact and provides a different perspective on performance than the traditional average and 90<sup>th</sup> percentile response time measures.



**FINANCIAL IMPLICATIONS**

Funding for Emergency Medical Services is provided on a 50:50, cost-shared basis between the Ontario Ministry of Health and the County of Lambton.

**CONSULTATIONS**

Data for this report was obtained from the Lambton EMS Ambulance Call Report Database and from the Ministry of Health's Ambulance Dispatch Decision Support Database.

**STRATEGIC PLAN**

Lambton EMS operational performance metrics are shared to ensure accountability and to help demonstrate responsive and efficient service provision to meet residents' safety needs. The activities of the Emergency Medical Services department help to achieve the County's strategic goal of supporting *Community Health and Wellness*.

**CONCLUSION**

Lambton EMS continues to provide prompt and professional emergency medical care to those living, working or visiting Lambton County. Improvements in response times were seen with the additional 12 hours of ambulance coverage at the end of Q2 2024 and changes to the Lambton EMS Deployment Plan in Q3 2024. An additional 12 hours of service were also added at the end of Q2 2025, further enhancing availability of ambulances in the County.

It is anticipated that ongoing improvement in response times to life-threatening emergencies will be achieved through the implementation of the recommendations from the EMS Master Plan. Lambton EMS is working closely with BWH to help minimize offload delay times and has taken several actions to reduce staffing shortages.



## 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>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>Libraries Second Quarter 2025 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 used for library programming and available to the community for rent, hosting many concerts, celebrations, film screenings and more.

Lambton County also offers an 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. Lambton County also operates a Makerspace at the Sarnia Library and offers a Mobile Makerspace service to the remaining 24 branch libraries by circulating maker equipment on a rotating basis. Makerspaces offer opportunities for innovation and creation through the use of 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 second quarter 2025 statistics for the Libraries Department are attached.

### **DISCUSSION**

At the close of the second quarter, Lambton County Library is projecting circulation levels comparable to last year for both physical and electronic materials. Physical items are trending slightly lower at the halfway point in the year. To date, a total of 259,186 physical items and 298,652 electronic items have been circulated.

Internet / computer use is projected to slightly increase, and the number of valid library card holders has increased by 1,054 this calendar year. Presently, there are 26,551 library card holders with membership to Lambton County Library, which represents approximately 21 percent of Lambton's population. It remains a goal of the Libraries Department to continue to work to increase the number of library card holders in Lambton County.

The Libraries Department remains on track to offer an equivalent number of library programs compared to last year, although second quarter attendance statistics suggest that attendance is lower by about three (3) percent.

The use of private meeting spaces in libraires continues to be in high demand, with the Libraries Department providing 210 bookings in nine different locations, meeting the needs of 395 people over 648 hours during this second quarter only. The usage of Sarnia Library Theatre remains strong, with this year's usage set to surpass last year's should trends hold steady for the balance of the year.

In May, Lambton County Library launched a new Tennis Kit as part of its Library of Things collection. The tennis kit adds to other sports equipment in the collection that can be borrowed to learn sports such as pickleball, soccer, baseball and basketball.

In June, Lambton County Library launched its annual Summer Reading Program for all ages, with a theme of Wild Wonder. On June 14, 2025, approximately 650 people visited Victoria Park in Petrolia where they could register for the Summer Reading Program, see reptiles and birds of prey, and where children could have their faces painted, or play in an inflatable area. By the end of June, 1,772 people had registered for the Summer Reading Challenge, which asks participants to log their reading for a chance to win prizes (Age categories included 1,451 kids, 74 teens and 247 adults). By using the Beanstack app, participants can also participate in challenges like going on a nature walk, visiting a StoryWalk, or trying an online course for a chance to win a prize. Registration remains open throughout the duration of the program, and final statistics will be provided in the third quarter activity report.

This year, rather than hosting a large used book sale in Wyoming to remove discarded books from the library's collection, plans were made to host 'mini used book sales' in communities throughout Lambton, typically when those communities celebrate town-wide yard sale days, or in conjunction with a community's special event. In May and June, mini used book sales were held in Point Edward, Forest, Courtright, Watford, Oil Springs, Petrolia, Wyoming and Alvinston. The Library sold 1,858 items at these events and 787 people attended the sales. Feedback from those in attendance indicated they appreciated that the items were available locally and the smaller sales tended to be less hectic than the previous large-scale events held annually.

In partnership with the Judith & Norman Alix Art Gallery and Lambton College, the Library began accepting photography submissions for the annual Teen Photo Contest in April. This year's theme was Stories in Focus and 25 photos were chosen by a jury of industry

professionals and are now on display at the Judith & Norman Alix Art Gallery from August 1 to October 4, 2025.

**FINANCIAL IMPLICATIONS**

None.

**CONSULTATIONS**

The Technical Services Supervisor, the Library Operations 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**

Lambton County Library is on track to deliver another productive year encouraging and improving literacy throughout the community.

**Libraries Second Quarter 2025 Statistics**

	Number of Valid Library Card Holders			
	Q1-2025	Q2-2025	Q3-2025	Q4-2025
General	0	0	0	0
Alvinston	364	369	0	0
Arkona	150	164	0	0
Brigden	374	372	0	0
Bright's Grove	1,492	1,554	0	0
Camlachie	238	243	0	0
Clearwater	3,818	3,992	0	0
Corunna	1,483	1,548	0	0
Courtright	102	103	0	0
Florence	79	80	0	0
Forest	1,801	1,865	0	0
Grand Bend	1,632	1,694	0	0
Headquarters	48	18	0	0
Inwood	88	87	0	0
Library By Mail	13	18	0	0
Mobile Library	143	152	0	0
Mooretown	90	88	0	0
Oil Springs	148	150	0	0
Petrolia	2,115	2,159	0	0
Pt. Edward	563	578	0	0
Pt. Franks	237	240	0	0
Pt. Lambton	226	232	0	0
Samia	8,876	8,915	0	0
Shetland	55	57	0	0
Sombra	150	152	0	0
Thedford	158	165	0	0
Watford	598	613	0	0
Wilkesport	48	51	0	0
Wyoming	889	892	0	0
<b>TOTALS</b>	<b>25,978</b>	<b>26,551</b>	<b>0</b>	<b>0</b>

	Circulation						
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
General	0	0	0	0	0	0	0
Alvinston	1,778	1,395	0	0	3,173	6,578	48%
Arkona	1,439	1,390	0	0	2,829	6,098	46%
Brigden	4,008	3,240	0	0	7,248	16,565	44%
Bright's Grove	8,802	8,764	0	0	17,566	37,253	47%
Camlachie	1,470	1,407	0	0	2,877	6,198	46%
Clearwater	22,651	19,330	0	0	41,981	69,747	60%
Corunna	6,343	6,214	0	0	12,557	25,759	49%
Courtright	505	474	0	0	979	2,641	37%
Florence	720	660	0	0	1,380	3,075	45%
Forest	9,956	9,268	0	0	19,224	43,239	44%
Grand Bend	6,928	6,366	0	0	13,294	26,373	50%
Headquarters	3,566	2,361	0	0	5,927	7,889	75%
Inwood	624	601	0	0	1,225	2,553	48%
Library By Mail	41	13	0	0	54	154	35%
Mobile Library	1,964	1,929	0	0	3,893	7,950	49%
Mooretown	543	507	0	0	1,050	2,476	42%
Oil Springs	1,194	810	0	0	2,004	4,072	49%
Petrolia	11,701	10,667	0	0	22,368	47,417	47%
Pt. Edward	6,417	6,192	0	0	12,609	28,540	44%
Pt. Franks	1,479	1,530	0	0	3,009	5,974	50%
Pt. Lambton	656	751	0	0	1,407	4,046	35%
Samia	29,269	29,045	0	0	58,314	140,784	41%
Shetland	370	221	0	0	591	860	69%
Sombra	736	712	0	0	1,448	3,429	42%
Thedford	723	454	0	0	1,177	3,381	35%
Watford	3,532	3,101	0	0	6,633	12,395	54%
Wilkesport	866	639	0	0	1,505	2,509	60%
Wyoming	6,993	5,871	0	0	12,864	27,672	46%
<b>TOTALS</b>	<b>135,274</b>	<b>123,912</b>	<b>0</b>	<b>0</b>	<b>259,186</b>	<b>545,688</b>	<b>47%</b>



e-circulation*						
Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
152,143	146,509	0	0	298,652	601,785	50%

Inter-library Loans							
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
Items Borrowed	254	351	0	0	605	1,421	43%
Items Loaned	261	269	0	0	530	1,207	44%

	Reference Queries						
	Q1-2024	Q2-2024	Q3-2024	Q4-2024	YTD	2024 Total	YTD %
General	0	0	0	0	0	0	0%
Alvinston	38	32	0	0	70	217	32%
Arkona	92	87	0	0	179	493	36%
Brigden	156	175	0	0	331	624	53%
Bright's Grove	206	234	0	0	440	1,400	31%
Camlachie	18	16	0	0	34	244	14%
Clearwater	616	501	0	0	1,117	2,893	39%
Corunna	847	815	0	0	1,662	3,756	44%
Courtright	47	23	0	0	70	95	74%
Florence	14	25	0	0	39	31	126%
Forest	769	706	0	0	1,475	2,778	53%
Grand Bend	423	411	0	0	834	1,395	60%
Headquarters	74	33	0	0	107	250	0%
Inwood	49	52	0	0	101	244	41%
Library By Mail	0	0	0	0	0	0	0%
Mobile Library	0	0	0	0	0	0	0%
Mooretown	73	57	0	0	130	404	32%
Oil Springs	52	19	0	0	71	96	74%
Petrolia	286	396	0	0	682	1,455	47%
Pt. Edward	188	191	0	0	379	939	40%
Pt. Franks	71	91	0	0	162	280	58%
Pt. Lambton	83	95	0	0	178	322	55%
Sarnia	544	547	0	0	1,091	3,106	35%
Shetland	7	9	0	0	16	34	47%
Sombra	34	53	0	0	87	123	71%
Thedford	76	32	0	0	108	208	52%
Watford	160	150	0	0	310	567	55%
Wilkesport	85	93	0	0	178	261	68%
Wyoming	175	144	0	0	319	939	34%
<b>TOTALS</b>	<b>5,183</b>	<b>4,987</b>	<b>0</b>	<b>0</b>	<b>10,170</b>	<b>23,154</b>	<b>44%</b>

	Internet / Computer Use						
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
General	0	0	0	0	0	0	0%
Alvinston	167	171	0	0	338	653	52%
Arkona	6	15	0	0	21	34	62%
Brigden	18	30	0	0	48	70	69%
Bright's Grove	198	228	0	0	426	698	61%
Camlachie	15	14	0	0	29	43	67%
Clearwater	957	928	0	0	1,885	2,142	88%
Corunna	345	366	0	0	711	1,646	43%
Courtright	27	26	0	0	53	73	73%
Florence	10	11	0	0	21	44	48%
Forest	473	684	0	0	1,157	1,677	69%
Grand Bend	380	343	0	0	723	1,204	60%
Headquarters	0	0	0	0	0	0	0%
Inwood	59	58	0	0	117	183	64%
Library By Mail	0	0	0	0	0	0	0%
Mobile Library	0	0	0	0	0	0	0%
Mooretown	14	25	0	0	39	33	118%
Oil Springs	47	14	0	0	61	40	153%
Petrolia	577	584	0	0	1,161	2,004	58%
Pt. Edward	93	99	0	0	192	323	59%
Pt. Franks	11	14	0	0	25	49	51%
Pt. Lambton	12	7	0	0	19	35	54%
Samia	2,627	2,663	0	0	5,290	8,497	62%
Shetland	1	12	0	0	13	80	16%
Sombra	58	58	0	0	116	236	49%
Thedford	27	17	0	0	44	122	36%
Watford	123	117	0	0	240	337	71%
Wilkesport	30	16	0	0	46	117	39%
Wyoming	92	85	0	0	177	401	44%
<b>TOTALS</b>	<b>6,367</b>	<b>6,585</b>	<b>0</b>	<b>0</b>	<b>12,952</b>	<b>20,741</b>	<b>62%</b>

Wireless Internet Usage					
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD
Total Clients	12,129	12,402	0	0	24,531
Total Sessions	35,478	36,219	0	0	71,697

Electronic Information Sources							
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
Electronic Databases	8,166	8,332	0	0	16,498	39,166	42%
Early Literacy Stations	4,612	3,177	0	0	7,789	12,887	60%
<b>TOTAL</b>	<b>12,778</b>	<b>11,509</b>	<b>0</b>	<b>0</b>	<b>24,287</b>	<b>52,053</b>	<b>47%</b>

Website Visits							
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
Library	131,611	107,262	0	0	238,873	461,435	52%
Theatre	1,224	811	0	0	2,035	3,092	66%
<b>TOTAL</b>	<b>132,835</b>	<b>108,073</b>	<b>0</b>	<b>0</b>	<b>240,908</b>	<b>464,527</b>	<b>52%</b>
	Q1-2025	Q2-2025	Q3-2025	Q4-2025			
Facebook Friends	4,004	4,133	0	0			

Email Marketing Statistics			
	Q2 Email Recipients	Q2 Emails Read	Q2 Links Clicked
Monthly Emails	112,028	50,430	4,962
Campaign Emails	150,369	58,689	6,683
Reading Recommendations	758	148	248
Notices	15,565	7,799	322

	Library Programs (#)						
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
General	0	0	0	0	0	0	0%
Alvinston	52	59	0	0	111	223	50%
Arkona	31	30	0	0	61	122	50%
Brigden	72	72	0	0	144	245	59%
Bright's Grove	72	64	0	0	136	350	39%
Camlachie	41	38	0	0	79	154	51%
Clearwater	176	166	0	0	342	415	82%
Corunna	123	120	0	0	243	447	54%
Courtright	27	33	0	0	60	107	56%
EarlyON Centres	90	88	0	0	178	433	41%
Florence	15	22	0	0	37	132	28%
Forest	87	99	0	0	186	439	42%
Grand Bend	42	41	0	0	83	275	30%
Headquarters	14	11	0	0	25	74	34%
Inwood	42	39	0	0	81	192	42%
Makerspace (Independent)	131	161	0	0	292	711	41%
Mobile Library	50	58	0	0	108	192	56%
Mooretown	17	19	0	0	36	118	56%
Oil Springs	38	37	0	0	75	165	31%
Petrolia	198	181	0	0	379	765	45%
Pt. Edward	19	21	0	0	40	150	50%
Pt. Franks	21	24	0	0	45	79	27%
Pt. Lambton	27	26	0	0	53	114	57%
Sarnia	353	365	0	0	718	1385	46%
Shetland	28	15	0	0	43	85	52%
Sombra	23	27	0	0	50	91	51%
Thedford	33	30	0	0	63	134	55%
Watford	53	54	0	0	107	229	47%
Wilkesport	14	15	0	0	29	101	47%
Wyoming	95	90	0	0	185	416	44%
<b>TOTALS</b>	<b>1,984</b>	<b>2,005</b>	<b>0</b>	<b>0</b>	<b>3,989</b>	<b>8,343</b>	<b>48%</b>

	Library Programs (attendance)						
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
General	0	0	0	0	0	0	0%
Alvinston	441	472	0	0	913	1,567	58%
Arkona	133	152	0	0	285	874	33%
Brigden	1,831	1555	0	0	3,386	5,197	65%
Bright's Grove	221	384	0	0	605	3,081	20%
Camlachie	134	91	0	0	225	400	56%
Clearwater	666	783	0	0	1,449	1,878	77%
Corunna	880	921	0	0	1,801	4,616	39%
Courtright	80	217	0	0	297	388	77%
EarlyON Centres	1,291	1268	0	0	2,559	7,500	34%
Florence	23	19	0	0	42	157	27%
Forest	505	743	0	0	1,248	3,349	37%
Grand Bend	150	113	0	0	263	1,161	23%
Headquarters	661	850	0	0	1,511	3,828	39%
Inwood	120	158	0	0	278	588	47%
Makerspace (Independent)	146	175	0	0	321	795	40%
Mobile Library	558	544	0	0	1,102	1,638	67%
Mooretown	170	190	0	0	360	1,151	31%
Oil Springs	88	244	0	0	332	409	81%
Petrolia	1060	1950	0	0	3,010	4,819	62%
Pt. Edward	77	179	0	0	256	1,007	25%
Pt. Franks	82	217	0	0	299	374	80%
Pt. Lambton	147	79	0	0	226	972	23%
Sarnia	2,691	2,610	0	0	5,301	9,201	58%
Shetland	16	13	0	0	29	59	49%
Sombra	55	51	0	0	106	222	48%
Thedford	53	105	0	0	158	457	35%
Watford	248	365	0	0	613	1,175	52%
Wilkesport	77	82	0	0	159	190	84%
Wyoming	501	523	0	0	1,024	2,848	36%
<b>TOTALS</b>	<b>13,105</b>	<b>15,053</b>	<b>0</b>	<b>0</b>	<b>28,158</b>	<b>59,901</b>	<b>47%</b>



Community Meeting Space - Lambton County Library												
	Alvinston	Clearwater	Corunna	Forest	Sarnia Connection Cube	Sombra	Thedford	Watford	Wyoming	Total	2024 Total	YTD %
Q1-2025 Bookings	20	15	33	30	77	1	17	24	11	228	108	211%
Q1-2025 Hours	75.5	21.5	133	148	112	4	26	112	23.5	656	282.5	232%
Q1-2025 Attendance	26	149	65	60	97	2	34	48	25	506	179	283%
Q2-2025 Bookings	16	7	24	29	100	5	10	13	6	210	220	95%
Q2-2025 Hours	73	16.5	123.5	160.5	138	18.5	30	78	10	648	678	96%
Q2-2025 Attendance	16	39	56	63	129	18	23	26	25	395	426	93%
Q3-2025 Bookings	0	0	0	0	0	0	0	0	0	0	196	
Q3-2025 Hours	0	0	0	0	0	0	0	0	0	0	610	
Q3-2025 Attendance	0	0	0	0	0	0	0	0	0	0	318	
Q4-2025 Bookings	0	0	0	0	0	0	0	0	0	0	207	
Q4-2025 Hours	0	0	0	0	0	0	0	0	0	0	590	
Q4-2025 Attendance	0	0	0	0	0	0	0	0	0	0	368	
YTD Bookings	36	22	57	59	177	6	27	37	17	438		
YTD Hours	148.5	38	256.5	308.5	250	22.5	56	190	33.5	1,270		
YTD Attendance	42	188	121	123	226	20	57	74	50	901		

Sarnia Library Theatre & Meeting Room Rentals							
	Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
<b>Internal Bookings</b>							
Bookings	0	0	0	0	0	8.00	0%
Hours	0	0	0	0	0	26.00	0%
Attendance	0	0	0	0	0	165.00	0%
<b>External Bookings</b>							
Bookings	88	119	0	0	207	324.00	64%
Hours	290.25	396.5	0	0	686.75	1,118.80	61%
Attendance	4,677	6,472	0	0	11,149	17,448.00	64%
<b>Total Bookings</b>	<b>88</b>	<b>119</b>			<b>207</b>		
<b>Total Hours</b>	<b>290.25</b>	<b>396.5</b>			<b>686.75</b>		
<b>Total Attendance</b>	<b>4,677</b>	<b>6,472</b>			<b>11,149</b>		

Total Number of Volunteers						
Q1-2025	Q2-2025	Q3-2025	Q4-2025	YTD	2024 Total	YTD %
0	0	0	0	0	0	0%



## 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>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>Museums, Gallery and Archives Second Quarter 2025 Statistics</b>

### **BACKGROUND**

Lambton Heritage Museum (“LHM”) and Oil Museum of Canada National Historic Site (“OMC”) manage collections that total 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 [Cultural Services Division Strategic Plan 2022-2026](#) adopted by County Council outlines the Strategic Direction of Cultural Services which identifies the actions to be taken by the department, criteria it must meet, or performance indicators it must strive to reach to achieve success with plan implementation. As an outcome of extensive consultation, six areas of focus are relevant in setting directions and evaluating the progress of the department. The discussion section of this report outlines the progress made in these six areas of strategic priority in relation to Museums, Gallery and Archives activity in the second quarter of 2025.

### **DISCUSSION**

This quarter's analysis highlights coordinated efforts across all cultural institutions to engage and enrich the community through diverse programming initiatives. LHM opened the Taste of Science exhibit while conducting PA Day activities, outreach programs, and school visits alongside a virtual talk with Heritage Sarnia-Lambton (“HSL”). OMC similarly focused on PA Day activities, outreach, and educational school visits, while the JNAAG opened two significant exhibitions, *Rajni Perera Futures* and *Storm Watch*, and conducted programs, workshops, and took part in the Tourism Sarnia-Lambton (“TSL”) Familiarization Tour. LCA prioritized public engagement through educational workshops and presentations. Key

initiatives included the launch of the Preservation Lab series covering environmental controls, deterioration mitigation, and digitization, delivered both at LCA and to local Heritage Committees. Additional outreach efforts included participation in the Seniors Cruise featuring a new pop-up exhibit on Sarnia's history, behind-the-scenes vault tours during Archives Awareness Week, and continued partnership programming highlighting county-wide historical and genealogical resources.

### **Enhancing Access, Inclusion and Community Engagement**

The department continues to prioritize accessibility and community engagement through comprehensive strategic initiatives designed to reach diverse audiences and remove barriers to cultural participation. During the second quarter, significant efforts were made to expand access through both physical and digital channels, ensuring that Lambton County's cultural resources remain available to all community members regardless of geographical, economic, or physical limitations.

The Division's commitment to inclusion is evidenced through targeted Museum, Gallery and Archives programming that addresses various community needs and interests. The Preservation Lab series offered by LCA represents a direct response to community inquiry trends, providing practical knowledge that empowers residents to preserve their own family histories and community materials. Similarly, joint programming with Lambton County Library creates multiple access points for historical and genealogical resources, meeting people where they are most comfortable engaging with information services.

Special attention has been given to reaching underserved populations through outreach approaches. Participation in the Seniors Cruise with the new Sarnia history pop-up exhibit demonstrates adaptive programming that brings cultural content directly to specific demographic groups. The behind-the-scenes vault tours serve dual purposes of education and relationship-building, creating pathways for future community collaborations and encouraging material donations that enrich the county's collective heritage preservation efforts.

Digital accessibility remains a cornerstone of the department's inclusion efforts, with enhanced website functionality, targeted social media content, and virtual tour options ensuring that physical location does not limit access to Lambton's cultural treasures. OMC's new driving tour app exemplifies this commitment by extending year-round access to content previously limited by seasonal constraints, demonstrating how technology can eliminate seasonal barriers to cultural engagement.

At the JNAAG, *Pysansky*, a pop-up exhibition, showcased the timeless and intricate art of decorating eggs through the ancient Ukrainian wax-resistance technique. This one-of-a-kind exhibition featured over 50 remarkable pysanky. The exhibition engaged new local artists in the JNAAG and developed connections with the Ukrainian community in Lambton.

### Creating and Delivering Great Experiences

Exhibitions and programs drive attendance to the Museums, Gallery and Archives sites and create meaningful cultural experiences. The chart below summarizes visitation to each site in the second quarter including general attendance, in person educational offerings, and participation in special events. It is important to note that the department offered free admission to all sites in 2024 to mark the County's 175<sup>th</sup> anniversary, as supported by County Council. This positively impacted attendance, which helps to explain the slight year-over-year decline at some locations.

	JNAAG		LCA		LHM		OMC	
	Q2 2024	Q2 2025	Q2 2024	Q2 2025	Q2 2024	Q2 2025	Q2 2024	Q2 2025
<b>Visitors</b>	787	764	193	126	908	877	632	500
<b>Tour Participants</b>	0	131	38	22	25	201	102	198
<b>Special Event Participants</b>	347	192	0	0	30	179	190	88
<b>On-Site Program Participants</b>	547	567	33	77	36	555	41	43
<b>Facility Rental Users</b>	0	0	n/a	0	39	0	77	0
<b>Second Quarter TOTAL</b>	1,681	<b>1,654</b>	264	<b>225</b>	1,038	<b>1,812</b>	1,042	<b>829</b>

*\*OMC recently launched an app for the Driving Tour. In the second quarter, 40 users engaged in the app. Previously, the Driving Tour was unavailable during the winter months. The app now allows visitors to access the content and participate year-round.*

The following table outlines the exhibitions available to the community at each site during the second quarter of 2025:

#### Second Quarter Exhibits

<b>JNAAG</b> <a href="#">Pysansky</a> March 26 to April 26, 2025. <a href="#">Futures</a> April 25 to August 31, 2025. <a href="#">Sculpting Life: Inuit carvings from the permanent collection</a> November 1, 2024 to July 6, 2025. <a href="#">Storm Watch</a> April 25 to August 31, 2025.	<b>LCA</b> <a href="#">Petrolia 150<sup>th</sup> Anniversary</a> on display until 2025. <i>From District to County: Celebrating Lambton 175</i> on display at Sarnia Library until late 2025.
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<p><b>LHM</b>  <a href="#">Return of the Swans</a>  February 19 to April 5, 2025  <a href="#">Lambton Gallery</a>  Permanent Exhibit.  <i>Collections Centre</i>  Permanent Exhibit.  <a href="#">Historic Buildings</a>  Permanent Exhibits, May to October 2025.  <i>From District to County: Celebration Lambton 175</i> on display at Sarnia Library until late 2025.  <a href="#">North Lambton Quilters Guild Show</a>  June 19 to August 31, 2025.  <a href="#">A Taste of Science</a>  May 14 to October 25, 2025.</p>	<p><b>OMC</b>  <a href="#">Main Gallery</a>  Permanent Exhibit.</p>
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### **Developing Partnerships That Increase Participation in Culture**

Strategic partnerships remain key to expanding cultural participation across Lambton County. The second quarter saw several successful collaborative initiatives that enhanced cultural access by leveraging partner resources and audiences.

The County's Museums, Gallery and Archives have continued to collaborate with Lambton County Library through joint programming efforts that highlight county-wide historical and genealogical resources. This partnership has resulted in seamless access points for researchers by combining specialized collections with broader public reach. Educational partnerships flourished through school visit programs at JNAAG, LHM and OMC, while LHM's virtual talk collaboration with HSL demonstrated how digital partnerships extend educational reach beyond geographical boundaries. The TSL Familiarization Tour represents another strategic educational partnership that builds awareness and understanding of gallery and museum offerings among key tourism stakeholders.

The North Lambton Quilters Guild Show at LHM exemplified how partnerships with cultural groups can activate museum spaces while celebrating local artistic traditions. This lasting partnership has been in place for over 35 years and is a bi-annual show that the public looks forward to. These strategic collaborations extend beyond resource sharing to create meaningful cultural experiences through combined expertise, expand promotional reach, and diversify programming that serves multiple community segments while building lasting relationships that support ongoing cultural development across Lambton County.

### Maximizing the Value of Collections and Spaces

The County's Museums, Gallery and Archives use online resources to further the reach of their collections. Purposeful and targeted social media usage, engaging websites that showcase collections, educational offerings and visitor information, and an online collections database ensure that Lambton's history and art collections are accessible for those who are unable to visit in person, while also raising Lambton's profile through online research. The chart below outlines online resources accessed by the public, together with engagement levels related to Lambton's history and collections materials this quarter.

	JNAAG		LCA		LHM		OMC	
	Q2 2024	Q2 2025	Q2 2024	Q2 2025	Q2 2024	Q2 2025	Q2 2024	Q2 2025
<b>Website Visits*</b>	5,916	15,340	44,526	42,344	44,526	42,344	44,526	42,344
<b>Social Media Reach</b> (Collections Content only)	n/a	2,143	229,277	52,348	24,674	9,727	14,788	14,280
<b>Social Media Engagement</b> (Collections Content only)	n/a	519	7,182	8,246	989	1,257	714	4,924
<b>Collections Database*</b> (Past Perfect)	n/a	n/a	5,622 searches	1,430 searches	5,622 searches	1,430 searches	5,622 searches	1,430 searches
<b>Virtual Tour Engagement</b>	21	19	n/a	n/a	15	58	13	61

\*LHM, OMC and LCA share a single [website](#) and online [database](#). Work is currently underway at the JNAAG to make the collection available online.

\*\*Social media strategy evolved in 2025 to prioritize meaningful online engagement over broad reach metrics, reflecting a more targeted approach to digital community building. This strategic shift, combined with the exceptional performance of viral content from the LCA's A&Z series and the Hockey exhibit in 2024, resulted in comparatively lower reach numbers, but higher engagement numbers, as the focus moved toward fostering deeper connections with engaged audiences rather than maximizing exposure.

### Building Cultural Capacity and Raising Lambton's Profile

The County's Museums, Gallery and Archives continuously explore ways to engage with the community and raise Lambton's profile on a larger scale. Since the pandemic, there has been

less engagement with virtual offerings and an increase with in-person participation. Museums, Gallery and Archives staff are committed to participating in relevant outreach events to raise our profiles and engage with new audiences. Below are the second quarter engagement numbers for 2025. As noted previously, the significant shift in engagement year-over-year at some sites (LCA, for example) is directly related to 175<sup>th</sup> anniversary activities in 2024.

	JNAAG		LCA		LHM		OMC	
	Q2 2024	Q2 2025	Q2 2024	Q2 2025	Q2 2024	Q2 2025	Q2 2024	Q2 2025
<b>Offsite Outreach Participants</b>	0	110	2,404	186	3	300	180	329

### **Managing Resources Efficiently and Effectively**

This quarter the Cultural Services Division began using eBase Software, a new facility management software program that allows the Division to digitize processes that were previously mostly paper-based. This software improves the process of inspecting and reporting workplace health and safety hazards, generating and assigning work orders and streamlining requests for routine maintenance across our cultural services locations.

### **FINANCIAL IMPLICATIONS**

None.

### **CONSULTATIONS**

None.

### **STRATEGIC PLAN**

The exhibitions, programs and outreach of the Museums, Gallery and Archives supports the strategic directions and actions outlined in the Cultural Services Strategic Plan as follows:

1. Enhancing access, inclusion & community engagement,
2. Creating & delivering great experiences,
3. Developing partnerships that increase participation in culture,
4. Maximizing the value of collections & spaces,
5. Building cultural capacity & raising Lambton's profile, and
6. Managing resources efficiently & effectively



**CONCLUSION**

The second quarter statistics demonstrate the ability of the Museums, Gallery and Archives Department staff to collectively advance the strategic priorities of the Division through innovative programming, community engagement, and collaborative partnerships. These results reflect the ongoing adaptation to evolving cultural engagement patterns while maintaining strong connections with long-term partners.



## 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>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>Update – Consolidation of Port Lambton and Sombra Libraries</b>

### **BACKGROUND**

In 2023, the Joint Library Facility Review (“**JLFR**”) study identified the need to address library guidelines for space requirements, general facility standards and accessibility challenges at local library branches. As part of its findings, the JLFR recommended exploring the consolidation of the Port Lambton and Sombra Libraries, along with the potential renovation of Sombra Library to enhance library services within the community.

This recommendation was prioritized by staff after learning that a long-term childcare tenant that shared space in the building where Sombra Library operates from (3536 St. Clair Parkway, Sombra) would be ending their lease arrangement with the building owner, Township of St. Clair (the “**Township**”), and vacating the building.

On December 4, 2023, County staff attended Township Council as a delegation to seek its support to delay entering into any further lease arrangements until further study could be conducted to explore the possibility of consolidating the two library branches, and thereafter Township Council passed the following resolution:

#3: Brown/Langis:

*Be it resolved that all upcoming vacant space in the building located at 3536 St. Clair Parkway be reserved for the potential expansion of the Sombra Library to provide the County of Lambton an opportunity to present options as to how best to increase the footprint in this area, while preserving some service level for all affected communities.*

*Carried.*

Therefore in response to this recommendation, a proposal to evaluate the potential consolidation of the two branches was brought forward for consideration by the Committee of the Whole at its meeting of January 17, 2024, and the following motion was approved:

#16: White/Veen:

*That staff be authorized to investigate the feasibility of expanding the library space in Sombra, including the costs of the renovation and expansion project and expected allocations thereof between the Township of St. Clair and the County of Lambton, to assess the types of remote / outreach library services that could be offered to Port Lambton residents and the costs to provide such, and any operational considerations that would be taken into account concerning hours of operation and staffing levels and adjustments, and to report back to Council thereon.*

*Carried.*

Further, at the January 15, 2025 meeting of the Committee of the Whole, a status update was provided on the recent evaluation of Lambton County Library's 25 branch libraries that took place in consultation with lower-tier municipal staff in the fall of 2024, to inform future planning and investments by both the upper-tier and lower-tier levels of government. As a result of this update, the following motions relevant to this project were approved:

#6: Veen/Ferguson:

*a) That Lambton County Council direct staff to collaborate with lower-tier municipalities to address the library service planning considerations identified in the Joint Library Facilities Review – Progress Report, and incorporate such requests into future budget cycles for the consideration of Council.*

*f) That Lambton County Council direct staff to continue to engage the Township of St. Clair in discussions regarding the potential consolidation of Sombra and Port Lambton libraries, and the status of libraries within Township of St. Clair.*

*Carried.*

On June 18, 2025 at Lambton County's Committee of the Whole meeting, members received an update on the feasibility of the consolidation and direction was sought to move forward with the planned permanent closure of Port Lambton Library, provided that renovations to expand Sombra Library were completed. This report resulted in the following resolution, which was subsequently endorsed by County Council at its meeting of July 2, 2025:

**#9: Cook/White:**

- a) *That if the Township of St. Clair consents to the closure of the Port Lambton Library and proceeds with improvements to the Sombra Library facility that fall within its areas of responsibility as outlined in this report, staff be authorized to close the Port Lambton Library by such date and time as mutually agreed upon with the Township of St. Clair.*
- b) *That if the Township of St. Clair consents to the action authorized in paragraph a) above, County staff proceed with improvements to the Sombra Library facility that fall within its areas of responsibility as outlined in this report, and work collaboratively with the Township of St. Clair on all reasonably necessary actions required to move the Port Lambton Library operations to the Sombra Library to enhance service delivery at Sombra Library for the benefit of the community and to communicate the closure thereof to all affected stakeholders.*
- c) *That subject to recommendations a) and b) above being realized, County staff be authorized to increase the public hours of operation at Sombra Library from 12 hours per week to 25 hours per week, consisting of a range of morning, afternoon, weekend and evening service.*
- d) *That County staff report back to County Council on recommendations a) and b) above once direction from the Township of St. Clair has been received and an action plan has been established, as applicable, including any requests from the Township of St. Clair related to service continuation in Port Lambton.*

*Carried.*

**DISCUSSION**

With this direction from County Council affirmed, on July 14, 2025, County representatives attended St. Clair Township Council as a delegation to present the June 18, 2025 report and to seek the Township's consent to close Port Lambton Library and make improvements to the Sombra Library that fall within its area of responsibility.

At the meeting, members of Council voiced concern regarding the proposed closure of Port Lambton Library, and expressed their desire for further public consultation on the matter. As a result, St. Clair Township Council did not consent to the closure of Port Lambton Library at this time. Instead, they directed the County to work in collaboration with St. Clair Township staff to pursue community consultation regarding the potential consolidation of Sarnia and Port Lambton Libraries in the form of a 'Town Hall' information session.

Further, direction was provided to authorize the County to work in collaboration with St. Clair Township staff to advance 'Phase One' of the proposed renovations to the Sombra

Library facility, as outlined in the report, including minor improvements (relocated service desk, painting, data cabling, electrical, video surveillance, etc.) to better utilize the available space for library purposes, and pursue architectural drawings and costing for future proposed renovation work. The following two motions were approved at the St. Clair Township Council meeting of July 14, 2025:

*Motion 4: Holly Foster / Pat Brown:*

*Be it resolved that staff be directed to work with the County of Lambton staff to host a Town Hall for residents of Sombra and Port Lambton to identify the proposal and determine if there is support for the concept.*

*Carried.*

*Motion 5: Cathy Langis / Pat Brown:*

*Be it resolved that the improvements identified as Phase 1 for the Sombra Library be authorized to proceed.*

*Carried.*

Despite the Township's authorization for the County to proceed with Phase 1 improvements, the County's motion to proceed with renovations was contingent with the Township consenting to the closure of Port Lambton Library. As such, planned renovations to the north side of the library described as Phase 1 will be paused until the outcome of the Town Hall Meeting is known and further direction from the Township is received.

With the existing building partially vacant, there is an outstanding health and safety concern at Sombra Library related to the inability to have sightlines from the library into the lobby entrance and vacant space. The County will proceed with installing a video surveillance system which was included in the 2025 budget and is in line with security solutions for poor sightlines at other libraries such as Sarnia, Clearwater, Bright's Grove and Point Edward. This solution will eliminate the need to immediately re-locate and purchase a new service desk until the outcome of the Town Hall Meeting and Township Council's subsequent direction is known.

Staff from the Cultural Services Division are currently working with Township staff and consultant Bryan Boyle & Associates to coordinate a "Town Hall" style public meeting, to be held at the Port Lambton Memorial Hall (same location as the Port Lambton Library) on October 1, 2025 from 6:00pm to 8:00pm. The purpose of the meeting will be to share the highlights of the proposal to consolidate the Port Lambton and Sombra Libraries with the community, including plans to expand the physical size and services available at Sombra Library, and also gather the public's perspectives on the proposed consolidation and closure of Port Lambton Library. As part of the session, alternative service delivery options for Port Lambton will also be discussed.

As an outcome of this Town Hall public consultation session, a full summary report and recommendations will be prepared by Bryan Boyle & Associates and provided to St. Clair Township Council and Lambton County Council.

Currently, Port Lambton Library is undersized by 1,752 to 4,252 square feet when ARUPLO guidelines and Lambton County Council's approved Facility Standards Policy for Libraries are taken into consideration. The library also requires an increase in its collection size of 4,059 to 10,059 items, is lacking 100 square feet for a maker area, 100 square feet for a study room, two public computer workstations, and public seating of 7 to 25 seats. Port Lambton Library also does not have any storage space, a staff workroom or a staff lunchroom. It is also not fully accessible. To maintain a library within the community of Port Lambton and meet the Facility Standards Policy for Libraries, either a new library space would be required, or the floor plan and space utilization of the existing Port Lambton Memorial Hall would need to be reconsidered, as the existing facility does not meet the County's standards and professional best practices in library space design and service delivery.

### **FINANCIAL IMPLICATIONS**

The public consultation process will result in costs estimated at \$5,000 to \$6,000 for workshop development, facilitation, supplies, the preparation of necessary reports by the consultant, advertising and refreshments. As the Town Hall will address service delivery enhancements at Sombra Library and alternate service options for Port Lambton, the County of Lambton will incur this cost as part of its 2025 operating costs.

### **CONSULTATIONS**

The Deputy Chief Administrative Officer / General Manager, Cultural Services was consulted in the creation of this report.

### **STRATEGIC PLAN**

The evaluation of library service delivery within St. Clair Township aligns 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."

Further, the objectives of the proposed consolidation of Port Lambton and Sombra Libraries (resulting in the renovation and expansion of Sombra Library) is a recommendation of the JLFR, a key component of the Cultural Services Division's Strategic Plan. This plan calls for the library to deliver great experiences, develop partnerships that increase participation in culture, maximize the value of our spaces and manage resources efficiently and effectively. A renovation and expansion to improve the

Update: Consolidation of Port Lambton and Sombra Libraries (page 6)

September 17, 2025

community's library also supports the County's principles and values of a healthy community and a shared community of interest.

**CONCLUSION**

The results of the public consultation will provide St. Clair Township with the information it needs to determine the future of library service in Port Lambton.



## 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>September 17, 2025</b>
<b>SUBJECT:</b>	<b>Libraries Donations, April 1 to June 30, 2025</b>

### **BACKGROUND**

Lambton County Library receives occasional donations from patrons, individuals, community organizations and local businesses.

### **DISCUSSION**

The following donations were received for the period April 1 to June 30, 2025:

- \$100.00 from Keith Mackie, Sarnia.
- \$100.00 from an anonymous donor for the purchase of children's materials.
- \$117.07 from donation boxes.

### **FINANCIAL IMPLICATIONS**

Financial donations are recorded as revenue in the Department's budget each year, and any unspent dollars at year-end are placed in a donations reserve to fund special projects or equipment not funded through the levy.

### **CONSULTATIONS**

The Executive Assistant / Administrative Services Supervisor assisted in the completion of the report.



Libraries Donations, April 1 to June 30, 2025 (page 2)

September 17, 2025

**STRATEGIC PLAN**

Any monetary donations contribute to the operation of Lambton's library service which support the strategic plan's principles and values including: services and communications, community development, health and wellness and partnerships.

**CONCLUSION**

Lambton County Library is fortunate to receive occasional support from individuals and community organizations.

**RECOMMENDATIONS**

**That the Libraries Donations, April 1 to June 30, 2025 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 Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>SUBJECT:</b>	<b>Museums, Gallery and Archives Collections Management May, June and July 2025</b>

### **BACKGROUND**

The Manager, Museums, Gallery and Archives reviews donations to Lambton Heritage Museum (“**LHM**”), Oil Museum of Canada (“**OMC**”), Judith & Norman Alix Art Gallery (“**JNAAG**”), and Lambton County Archives (“**LCA**”) 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 and Archives, Committee 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 and Archives. The following list of donations is from the months of May, June and July 2025.

### **DISCUSSION**

#### **Recommended for Acceptance**

Attached are items recommended for acceptance that have been offered for donation to LHM, OMC, JNAAG, and LCA in the months of May, June and July 2025.

*Attachment A – Museums, Gallery and Archives Donations May, June, July 2025*

#### **Recommended for Refusal**

Many items are offered to the Museums, Gallery and Archives for donation. Prior to acceptance into the permanent collection, items are reviewed for fit within the collecting mandate at the respective site, duplication within the collection, and overall condition. The

Museums, Gallery and Archives Collection Management  
May, June and July 2025 (page 2)

September 17, 2025

list below outlines objects that were offered for donation in the months of May, June and July 2025 and are recommended for refusal.

<b>Institution</b>	<b>Details</b>	<b>Reason for Refusal</b>	<b>Donor</b>
Lambton County Archives	Two Toronto newspaper reproductions by Black Creek Pioneer Village.	Outside of collections mandate.	Dianne McLellan
Lambton Heritage Museum	Nursing cape from St. Joseph's.	Duplicate of item already in collection and no local provenance. Referred to the Medical Artifact Collection at Western University.	Angela
Lambton Heritage Museum	1920s bandsaw and lathe.	Duplicate of items already in collection.	Gene Harrison
Lambton Heritage Museum	Racialized toy.	No local provenance. Referred to Jim Crow Museum.	Name not given.
Lambton Heritage Museum	Doll highchair.	Duplicate of item already in collection. Referred to Moore Museum.	Doris Walker
Lambton Heritage Museum	Musket balls and military buttons collection with a metal detector.	No local provenance. Referred to Plympton-Wyoming Museum.	Name not given.
Lambton Heritage Museum	Grace United Church souvenir plate.	Duplicate of item already in collection.	Yvonne Vanderbeld
Lambton Heritage Museum	Commemorative glass from the County of Lambton Admin Building.	Duplicate of item already in collection.	Jennifer Beaubien
Lambton Heritage Museum	Fanning mill.	Duplicate of item already in collection. Referred to Huron County Museum.	Name not given.
Lambton Heritage Museum	Deactivated shell from WWI.	No local provenance. Referred to Plympton-Wyoming Museum.	Name not given.

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May, June and July 2025 (page 3)

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Lambton Heritage Museum	Scale model of 1908 Buckeye Traction Ditcher.	Full sized artifact is at Huron County Museum. Referred to their collection.	Rick Nichols
Lambton Heritage Museum	Upright piano.	Duplicate of item already in collection. Referred to Sombra Museum.	Name not given.
Lambton Heritage Museum	Phonograph and three upholstered chairs.	Duplicate of items already in collection. Referred to Moore or Sombra Museum.	Kathy Gould
Lambton Heritage Museum	Doll, christening gown, baby shoes.	Duplicates of items already in collection. Referred to Sombra Museum.	Name not given.
Lambton Heritage Museum	Spinning Wheel.	Duplicate of items already in collection and no local provenance. Referred to Moore or Sombra Museum.	Name not given.
Lambton Heritage Museum	Port Franks maps 1950s.	Referred to Lambton County Archives.	Steve Antosz
Lambton Heritage Museum	Rock/fossil shaped like tooth, wood plank with nails and notches.	Duplicate of items already in collection. Referred to Arkona Lions Museum.	Steve Antosz
Lambton Heritage Museum	Typewriter.	Duplicate of items already in collection.	Name not given.
Lambton Heritage Museum	Baby buggy, 1950s.	Duplicate of items already in collection and no local provenance. Referred to Moore or Sombra Museum.	Name not given.
Lambton Heritage Museum	Stamp from Inwood Library.	Duplicate of items already in collection.	Name not given.
Lambton Heritage Museum	Brownie camera, battery operated toys, wooden utensils, ironing board, knitting instruction books, picture of child praying, crockery bowl, sieve, sock stretchers, toddler bed.	Duplicate of items already in collection and no local provenance. Referred to Bruce County Museum.	Name not given.

Museums, Gallery and Archives Collection Management  
May, June and July 2025 (page 4)

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Lambton Heritage Museum	Small statues of nationally important figures, smoking pipes.	No local provenance. Referred to Moore Museum.	Doris Montgomery
Lambton Heritage Museum	Loom.	No local provenance. Referred to Fanshawe Pioneer Village.	Name not given.
Lambton Heritage Museum	1906 lawnmower.	No local provenance. Referred to Fanshawe Pioneer Village.	Ernest Tucker
Oil Museum of Canada	Two cast iron pulleys thought to be from a mill in Brigden.	Outside of collection mandate. Offered to LHM.	Eddy Gabriel
Oil Museum of Canada	Postcards- Thousand Islands; Postcard- 2008 Celebrate; Postcard- early OMC; Gasoline license and Ration book.	Duplicates of item already in collection.	Marjorie Smith
Oil Museum of Canada	Ration book.	Outside of collection mandate.	Tom Evoy
Oil Museum of Canada	Antique rocking chair and stuffed chair.	Outside of collection mandate. Referred to Moore Museum.	Kathy Gould
Oil Museum of Canada	Pump organ.	Outside of collection mandate. Referred to Guelph Museum.	Name not given.
Judith & Norman Alix Art Gallery	Two stone sculptures by Joannasi Tool and Levi Koma.	Does not align with collection mandate.	Bill Martin
Judith & Norman Alix Art Gallery	Six stone sculptures by unknown artists.	Does not align with collection mandate.	Harry Rome

### **FINANCIAL IMPLICATIONS**

The cost associated with the acceptance of items into the permanent collection and commitment to ongoing stewardship of material culture is incorporated into the annual operating budgets of the department.

Museums, Gallery and Archives Collection Management  
May, June and July 2025 (page 5)

September 17, 2025

**CONSULTATIONS**

This report involved consultations with collections and curatorial staff of the Museums, Gallery and Archives department.

**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 and 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.

**RECOMMENDATION**

**That the Museums, Gallery and Archives Collections Management May, June and July 2025 Report be accepted, and items recommended for acceptance be approved for inclusion in the respective permanent collections and items recommended for deaccession be removed from the respective permanent collections.**

## Museums and Archives Donations May 2025

Institution	Council Report Information	Contact	City
Lambton County Archives	Book, the Commemorative History of Bluewater Health.	Doris Walker	Sarnia
Lambton County Archives	Bright's Grove hotel/motel posters and ephemera.	Laura Smith-McKelvie	Bright's Grove
Lambton County Archives	Four large binders on the history of Alvinston, indexed.	Jean Armstrong	Petrolia
Lambton County Archives	Misc. Archival material pertaining to the Town of Petrolia, photographs of Lamrecton Camp in 1965, Williamson family photos ca. 1900s.	Janet Bradley	Petrolia
Lambton County Archives	SCITS Brochures, Tunnel and Bluewater Bridge Clippings, Material from the Computer User Club.	Laurie Jensen	Sarnia
Lambton County Archives	Scrapbooks and Photos of MacGillroy, Cutter, and Simpson families.	Carole Boire	Sarnia
Lambton County Archives	The Daily Globe from 24 June 1893.	Sharleen Kelli	Mooretown
Lambton County Archives	~500 identified slides by local photographer Morris Vanderhoven showing buildings, scenes, and events across Lambton County.	Martha Gillesby	Sarnia
Lambton Heritage Museum	Slug from the Sarnia Observer (November 12, 1977 issue) in hot-metal printing format, the final issue before the technology was updated to the photocomposition method.	Timothy McCabe	Mississauga
Lambton Heritage Museum	Loyal Orange Lodge material of Malcolm Bartlett (two medals, one sash, one collar).	Museum of Dufferin	Alliston

**Museums and Archives Donations**  
**June 2025**

Institution	Council Report Information	Contact	City
Lambton County Archives	1939 photo of Imperial Oil staff with all names.	Martha Chipman	Sarnia
Lambton County Archives	Watson family of Forest area photos and documentation.	Vivian Willerton	Brooklin
Lambton Heritage Museum	Black and yellow cigar ribbon quilt, from the Hooper family that operated Sarnia's Northern Hotel.	Gary Wright	Sarnia
Oil Museum of Canada	Texaco Horse and Tanker coin bank.	Jim Provost	Chatham



## Museums and Archives Donations

### July 2025

Institution	Council Report Information	Contact	City
Lambton County Archives	1912 photo of the Sarnia Jail on fire, Memorandum of D. Poland military visit to Afghanistan, identified metal photos related to Sarnia Observer.	Phil Egan	Sarnia
Lambton County Archives	3x16mm films on oil from National Film Board of Canada, Photos of Petrolia Discovery, Industrial Mortgage archival documentation.	Petrolia Discovery	Petrolia
Lambton County Archives	Jean Bryson VanRooyan diaries, autograph book, and photo, Eula Evans biographical information and photos, Art Evans biographical information, Gryner family articles.	Janet Bradley	Petrolia
Lambton County Archives	Material relating to Professor Clement Bowman, autobiography, The Canadian Oil Sands Presentation booklets, CD presentation, Photos International Global Energy Prize.	Marshall Kern	Sarnia
Lambton County Archives	Sunday school certificate, WWI Honour Roll from Wyoming Methodist, Two photos of the trustees of the Methodist Church, Wyoming.	Pat Pascoe	Camlachie
Lambton County Archives	Wedding photo of Fred Welsh and Elizabeth Egan.	Liz Welsh	Petrolia
Oil Museum of Canada	4 cassette tapes, with the Shell logo, obtained as a promotion by Shell gas stations. They are titled, "Farther Down the Road" Volumes 35, 39, 44, and 52.	Jim Provost	Chatham

**Gallery Donations**  
**May, June and July 2025**

<b>Institution</b>	<b>Council Report Information</b>	<b>Donor</b>	<b>City</b>
Judith & Norman Alix Art Gallery	Teresa Altiman, b. 1947 Finches, date unknown tempera and pencil on paper 20 3/4 x 20 3/4 inches	Leonard Segall	Sarnia
Judith & Norman Alix Art Gallery	Teresa Altiman, b. 1947 Orioles, 2017 tempera and pencil on paper 20 3/4 x 20 3/4 inches	Leonard Segall	Sarnia
Judith & Norman Alix Art Gallery	Teresa Altiman, b. 1947 Voices Calling, date unknown black marker and india ink on paper 24 x 17 inches	Leonard Segall	Sarnia
Judith & Norman Alix Art Gallery	Teresa Altiman, b. 1947 Reaching Up, date unknown black marker and india ink on paper 24 x 17 inches	Leonard Segall	Sarnia



## LONG-TERM CARE DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>ADMINISTRATION</b>
<b>PREPARED BY:</b>	<b>Michael Gorgey, General Manager</b>
<b>REVIEWED BY:</b>	<b>Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>Long-Term Care Occupancy – January to June 2025</b>

### **BACKGROUND**

The Long-Term Care Division (“**Division**”) manages and operates three Long-Term Care Homes (“**LTCH**”) within Lambton County: Marshall Gowland Manor in Sarnia, Lambton Meadowview Villa in Petrolia, and North Lambton Lodge in Forest. Together, these Homes have a total of 341 beds.

The Division’s financial model is directly linked to its occupancy rates, with the provincial funding policy stipulating that each LTCH must maintain an average annual occupancy rate of 97% to optimize funding. This threshold is crucial for sustaining operational budgets and ensuring that adequate resources are available to meet the care needs of residents.

### **DISCUSSION**

The *Fixing Long-Term Care Act, 2021* (“**FLTCA**”) governs the operational and funding policies of long-term care homes in Ontario. Under the FLTCA, the *Level of Care Per Diem Funding Policy* (“**Policy**”) outlines the financial structure, including specific rules and conditions under which LTCHs receive daily funding based on the level of care provided, known as a Level of Care Per Diem (“**LOC Funding**”). The LOC Funding a LTCH receives is determined by the number of approved beds and the percentage of those beds that are occupied throughout the year.

To receive 100% of the LOC Funding, LTCHs must maintain a minimum occupancy rate of 97%. If this target is not met, the home receives funding based only on actual "resident days" (the days beds are physically occupied by residents), as per the conditions outlined in the Policy. This structure makes maintaining high occupancy rates essential for LTCHs to access full funding, thus ensuring optimal operation.

The attached occupancy report details each LTCH's performance in meeting the LOC Funding thresholds in January to June of 2025 compared to 2024. It is worth noting that all

three LTCHs continue to experience strong demand, with significant waitlists across all levels of accommodation. However, achieving these occupancy targets can be challenging, particularly when admissions are paused due to outbreak protocols being activated in response to infectious disease events.

The LTCHs are actively working to fill all available beds as quickly as possible. The ongoing demand for long-term care, as indicated by the significant waitlists across all three LTCHs, highlights the increasing need for such services in the community.

Admissions can be delayed for various reasons, such as pending assessments by Ontario Health atHome, delays in bed offer acceptance, or the need to accommodate internal waitlists for residents wishing to transfer between different levels of accommodation within the same LTCH. However, by continuing to closely manage factors affecting admissions and bed availability, the County's LTCHs are well-positioned to maintain full funding, meet the growing needs of the aging population, and provide consistent, high-quality care to residents.

### **FINANCIAL IMPLICATIONS**

Maintaining occupancy rates is critical to the financial stability of LTCHs, as it directly impacts revenue generated through the 'Other Accommodation' funding envelope. Several factors contribute to fluctuations in revenue, primarily the ability to sustain high occupancy levels.

Delays in admissions, stemming from external assessments, infection control measures, and resident preferences, can create short-term revenue shortfalls. For instance, during infectious disease outbreaks admissions are temporarily halted, reducing the number of resident days that can be counted toward the 97% occupancy target. Additionally, multiple bed offers may be made before a prospective resident accepts placement, further prolonging vacancy periods.

To manage these fluctuations, each LTCH maintains internal waitlists to ensure swift transfers between accommodation levels, maximizing bed utilization and mitigating financial risks associated with vacancies.

### **CONSULTATIONS**

None.

### **STRATEGIC PLAN**

In keeping with the Mission Statement of the County of Lambton, the programs provided by this Division contribute to the enhanced quality of life in Lambton County through building a community where residents are safe and healthy; feel a sense of belonging, pride, and purpose; and care for one another.

**CONCLUSION**

All three LTCHs are currently operating at full capacity, meeting the Ministry of Health and Ministry of Long-Term Care's requirement for at least 97% occupancy to receive full LOC Funding. This achievement ensures the LTCHs maximize their funding, which is critical to maintaining high standards of care. Despite challenges such as infectious disease outbreaks and delayed admissions, effective management has allowed the LTCHs to fill beds and sustain occupancy targets.

The ongoing demand for long-term care, as indicated by the significant waitlists across all three LTCHs, highlights the increasing need for such services in the community. By continuing to closely manage factors affecting admissions and bed availability, the LTCHs are well-positioned to maintain full funding, meet the growing needs of the aging population, and provide consistent, high-quality care to residents.

COUNTY OF LAMBTON - LONG TERM CARE DIVISION  
2025 Q2 OCCUPANCY REPORT

Period: Jan to June

YTD Days = 181

Approved Beds

Total Occupancy

(Based on Beds)

Long Term Care

Year-to-Date

Total Available Elder Days

\*Ministry Funding Target (97%)

Actual YTD

Bed Breakdown

Private Beds

Semi-Private Beds

Ward Beds

Lambton Meadowview Villa		Marshall Gowland Manor				North Lambton Lodge			
125		126				88			
2025		2024		2025		2024		2025	
#	%	#	%	#	%	#	%	#	%
123	99%	123	98%	125	99%	124	98%	87	99%
22,625		22,750		22,806		22,932		15,928	
21,946		22,068		22,122		22,244		15,450	
22,303		22,334		22,673		22,584		15,739	
98.6%		98.2%		99.4%		98.5%		98.8%	
57		60		46		48		33	
47%		49%		37%		39%		38%	
12		13		25		26		18	
10%		11%		20%		21%		20%	
54		50		54		50		36	
44%		41%		43%		40%		42%	

\*Based on Long Term Care beds



**CORP 10-04-25**

July 30, 2025

Association of Municipalities of Ontario  
155 University Ave | Suite 800  
Toronto, ON M5H 3B7

Sent via email: [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)

**Re: Elect Respect Pledge  
Our File 10.12.1**

To Whom it May Concern,

At its meeting of July 14, 2025, St. Catharines City Council approved the following motion:

WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community; and

WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions; and

WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment; and

WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office; and

WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables; and

WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office; and

WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct; and

PO Box 3012, 50 Church St., St. Catharines, ON L2R 7C2  
Tel: 905.688.5600 | TTY: 905.688.4889 | [www.stcatharines.ca](http://www.stcatharines.ca)



WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process; and

WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan "Parliamentary Civility Pledge" to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.;

NOW THEREFORE BE IT RESOLVED:

THAT City of St. Catharines Council supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct; and

BE IT FURTHER RESOLVED That City of St. Catharines Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at [www.electrespect.ca](http://www.electrespect.ca); and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario's Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

If you have any questions, please contact the Office of the City Clerk at extension 1524.

A handwritten signature in blue ink that reads 'D Delvecchio'.

Donna Delvecchio, Acting City Clerk  
Legal and Clerks Services, Office of the City Clerk  
:av

cc: Ontario Big City Mayors  
The Federation of Canadian Municipalities

PO Box 3012, 50 Church St., St. Catharines, ON L2R 7C2  
Tel: 905.688.5600 | TTY: 905.688.4889 | [www.stcatharines.ca](http://www.stcatharines.ca)





Mayors and Regional Chairs of Ontario  
MPs and MPPs  
Regional Police  
The Ontario Provincial Police  
Royal Canadian Mounted Police

PO Box 3012, 50 Church St., St. Catharines, ON L2R 7C2  
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**CORP 10-05-25**

Lambton Agricultural Hall of Fame  
7094 Bentpath Line  
Bothwell, ON, N0P 1C0  
519-695-3980  
[lambtonaghallfame@gmail.com](mailto:lambtonaghallfame@gmail.com)

Olivia Leger  
General Manager, Corporate Services and County  
789 Broadway Street, Box 3000  
Wyoming ON N0N 1T0

July 31, 2025

Ms. Leger,

I am writing to request the Council of the County of Lambton appoint one representative to the Board of Directors for the Lambton Agricultural Hall of Fame (LAHOF) for the 2025-2026 fiscal year. Our constitution requires a representative appointed by Council of the County of Lambton however it does not state a specific term. As we noted in 2024, we will be submitting this request yearly.

Currently, David Ferguson, Mayor of Brooke Alvinston is our County Representative.  
Gary Atkinson is an elected board member and Vice President for the LAHOF.

The Lambton Agricultural Hall of Fame honours individuals, organizations and businesses for achievement within the realm of agriculture and service to the benefit of the rural community of Lambton and beyond. On July 12, we were very proud to induct three very deserving members of the Lambton agricultural community. We now have 31 members of the Lambton agricultural community taking pride of place in the Lambton Agricultural Hall of Fame.

On behalf of the Board of Directors, I would like to thank the County of Lambton for their continuing support for the Lambton Agricultural Hall of Fame. In addition, thank you for your time and effort to share our request at your earliest opportunity.

Regards,

A handwritten signature in black ink, appearing to read "Joanne Sanderson".

Joanne Sanderson, Chair  
Lambton Agricultural Hall of Fame

CORP 10-06-25



Norfolk County  
Legislative Services  
Office of the Chief Administrative Officer  
50 Colborne Street, S., Simcoe Ontario N3Y 4H3  
Telephone: 519-426-5870  
E-mail: [clerks@norfolkcounty.ca](mailto:clerks@norfolkcounty.ca)  
Website: [norfolkcounty.ca](http://norfolkcounty.ca)

July 31, 2025

SENT VIA EMAIL

**Re: Norfolk County Council – Letter of support for the Township of Otonabee-South Monaghan**

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On behalf of the Council of the Corporation of Norfolk County, Council passed the following resolution on July 22, 2025, regular council meeting:

**Resolution No. C-154**

**Moved By:** Councillor Van Paassen

**Seconded By:** Councillor Masschaele

That Council directs staff to send a letter of support for the Township of Otonabee-South Monaghan regarding Bill C-2.

**Carried.**

In addition, Council endorsed the following resolution made by the Township of Otonabee-South Monaghan:

WHEREAS Bill C-2 proposes to amend the Proceeds of Crime (Money Laundering) and Terrorist Financing Act by adding section 77.5 (1), making it a criminal offense for any business, profession, or charitable entity to accept cash payments, donations, or deposits of \$10,000 or more in a single transaction or related transactions, regardless of their lawful nature;

WHEREAS this blanket ban criminalizes legitimate business transactions using legal tender, punishing businesses and law-abiding citizens solely for choosing to use cash, a fundamental right in Canada;

WHEREAS small businesses, charities, and individuals in Otonabee-South Monaghan and across Canada, including farmers, car dealers, and community organizations, rely on cash for lawful high-value transactions, and this restriction will impose unnecessary hardship, stifle economic activity, and deter charitable giving;

WHEREAS the \$10,000 threshold is arbitrarily low, capturing routine legal transactions while creating compliance burdens that disproportionately harm small businesses, rural communities, and those without digital banking access;

WHEREAS municipalities must stand up for the economic freedom and financial inclusion of their residents;

NOW, THEREFORE, BE IT RESOLVED that the Council of Otonabee-South Monaghan:

- Condemns Bill C-2, section 77.5, as an unacceptable overreach that criminalizes lawful cash transactions and undermines the use of Canadians' right to use legal tender;
- Demands the federal government to withdraw this amendment and engage in meaningful consultation with municipalities, businesses, and charities to develop targeted anti-crime policies that do not penalize legitimate cash transactions;
- Instructs the Municipal Clerk to send this resolution to all Canadian municipalities, the Federation of Canadian Municipalities (FCM), the Ontario Municipal Association, the Minister of Finance, Leslyn Lewis, our local MP, the Ontario Chamber of Commerce, and First Nations, calling for unified opposition;
- Urges other municipalities to pass similar resolutions to protect the rights of their residents and businesses

Should you have any questions regarding this matter or should you require additional information, please contact the Office of the County Clerk at 519-426-5870 x. 1261, or email: [Clerks@norfolkcounty.ca](mailto:Clerks@norfolkcounty.ca).

Sincerely,

*T. Rodrigues*

Tracey Rodrigues  
Deputy County Clerk  
[Tracey.Rodrigues@norfolkcounty.ca](mailto:Tracey.Rodrigues@norfolkcounty.ca)



THE TOWNSHIP OF  
**WOOLWICH**

BOX 158, 24 CHURCH ST. W.  
ELMIRA, ONTARIO N3B 2Z6  
TEL. 519-669-1647 / 1-877-969-0094  
COUNCIL/CAO/CLERKS FAX 519-669-1820  
PLANNING/ENGINEERING/BUILDING FAX 519-669-4669  
FINANCE/RECREATION/FACILITIES FAX 519-669-9348

CORP 10-07-25

August 27, 2025

Premier of Ontario  
Hon. Doug Ford  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A1

Honorable Premier:

RE: Resolution Passed by Woolwich Township Council – Strong Mayor Legislation

This letter is to inform you that the Council of the Township of Woolwich passed the following resolution at their meeting held on August 26, 2025:

**WHEREAS the Province of Ontario introduced Strong Mayor Powers on November 22, 2022, in the Cities of Toronto and Ottawa to support the provincial priority of building 1.5 million homes with subsequent expansions in 2023; and:**

**WHEREAS on May 1, 2025, the Province of Ontario expanded the Strong Mayors legislation to include 169 additional municipalities with six or more members of Council, including the Township of Woolwich; and**

**WHEREAS over 100 municipalities have passed resolutions opposing these powers and requesting their removal, expressing concerns about the effect on democratic governance and transparency; and**

**WHEREAS a 2024 survey by the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) found that only 33% of mayors retained the power to change the organizational structure and 26% of mayors retained the power of employment matters; and**

**WHEREAS on May 1, 2025, Mayor Sandy Shantz delegated all possible political powers and duties back to Council and administrative duties back to the Chief Administrative Officer (CAO), however not all powers and duties can be delegated; and**

**NOW THEREFORE be it resolved that the Council of the Township of Woolwich respectfully request that the Province of Ontario continue to study the impacts of the strong mayors legislation including:**

2

1. To what extent the legislation is supporting the stated intent of supporting housing development, for example if strong mayors are using their powers to support or veto more housing in their communities;
2. If there are any unintended consequences of the legislation, for example on democracy, transparency, workplace culture, or the politicization of administrative staff appointed by a strong mayor (the CAO or department heads);
3. The impact of extending the legislation to smaller, rural municipalities like Woolwich, such as the impact of additional powers and duties on part-time mayors or the implications six-member councils where a simple majority and 2/3 majority vote is the same;
4. Consider the concerns expressed by the Association of Municipalities of Ontario (AMO) and the AMCTO, including the powers affecting public administration and eliminating the need for a majority council support for certain decisions related to provincial priorities;
5. Directs staff to forward this resolution to the Premier of Ontario, Minister of Municipal Affairs and Housing, AMO, AMCTO and all Municipalities in Ontario.

Should you have any questions, please contact Alex Kirchin, by email at [akirchin@woolwich.ca](mailto:akirchin@woolwich.ca) or by phone at 519-669-6005.

Yours truly,



Jeff Smith  
Municipal Clerk  
Corporate Services  
Township of Woolwich

cc. Hon. Rob Flack, Minister of Municipal Affairs and Housing  
AMO  
AMCTO  
All Municipalities in Ontario

*"Proudly remembering our past; Confidently embracing our future."*



## FINANCE, FACILITIES AND ACQUISITIONS DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>DIVISIONAL SUPPORT SERVICES</b>
<b>PREPARED BY:</b>	<b>Karen Bettridge, CPA, Manager</b>
<b>REVIEWED BY:</b>	<b>Larry Palarchio, CPA, CMA, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>SUBJECT:</b>	<b>2026 New Capital Grant Requests</b>

### **BACKGROUND**

The County of Lambton continues to pursue opportunities to ensure that limited resources are allocated effectively, efficiently, and as economically as possible for the upcoming 2026 Budget. As reported in the 2<sup>nd</sup> quarter 2025 budget monitoring report, cost containment efforts are being implemented across County Divisions with the objective of realizing a balanced year-end position for 2026. These measures are essential as the County anticipates budgetary challenges in 2026 and beyond.

To support these efforts, it is recommended to extend the moratorium on "new" capital grant requests prior to heading into the 2026 Budget deliberations.

### **DISCUSSION**

Under the *Municipal Act, 2001*, Council has the authority to provide grants to organizations. However, given current economic conditions and financial pressures required to meet the County's 2026 strategic goals, staff recommend maintaining the moratorium on new capital grant requests originally adopted in 2021.

The County continues to face financial challenges in key service areas, including Affordable Housing, Homelessness, Long-Term Care, Court Services and, subject to further Council instructions and directions, supporting The County of Lambton Community Development Corporation ("CLCDC") operations. Moreover, U.S. tariffs have slowed cross-border trade, creating uncertainty for local businesses and industries that are significant partners in Lambton's economy. These pressures may increase demand for social services as local employers face higher costs and competitiveness challenges.

Despite these pressures, the County will continue to provide base grant funding of approximately \$3.5 million to organizations with existing commitments. It is important to note that some of these organizations are also experiencing significant financial strain (e.g. CLCDC), which may require further consideration during the 2026 Budget process.

**CONSULTATIONS**

General Managers were consulted in the preparation of this report.

**STRATEGIC PLAN**

In keeping with the Principles and Values of the County of Lambton through leadership and accountability, the County's current efforts employ reasonable and sound decision-making and is accountable to ratepayers for the appropriate stewardship of their tax dollars.

**CONCLUSION**

County Divisions will continue to monitor the financial impact of the economic environment and explore methods and opportunities to sustain the operations of key services. It is critical to prioritize activities that drive the highest value for the residents of Lambton County and align with the County's Strategic Plan.

**RECOMMENDATION**

**That County Council authorize staff to continue the moratorium on any new capital grants for the 2026 County Budget as a response to controlling and containing costs in the upcoming 2026 Budget.**



 <div style="text-align: center;"> <b>SOCIAL SERVICES DIVISION</b> </div>	
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>CHILDREN'S SERVICES</b>
<b>PREPARED BY:</b>	<b>Kim Godin, Manager</b>
<b>REVIEWED BY:</b>	<b>Melissa Fitzpatrick, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>Child Care Facility Development Update</b>

### **BACKGROUND**

At its meeting on May 7, 2025, Lambton County Council passed the following motion:

#10: Loosley/McRoberts:

- a) *That Council approve and authorize staff to proceed with adding an additional 24 preschool spaces to the design, engineering and construction of the child care facility located at Lambton Meadowview Villa, in Enniskillen Township for a total of 73 new licensed child care spaces ("Project") at an additional estimated cost of \$1,123,331 funded by provincial grants for a total estimated Project cost of \$6,980,519.*
- b) *That staff continue to provide County Council with quarterly project updates, including capital budget monitoring updates.*

*Carried.*

On May 7, 2025, Council received a report regarding the Ministry of Education completion of the Canada Wide Early Learning and Child Care ("**CWELCC**") space target recalibration exercise, maintaining their commitment to expanding access to affordable, inclusive, high-quality child care for Ontario families. Through this recalibration, the County of Lambton was among 16 municipalities selected to receive additional space allocations, along with corresponding operational and capital funding. In total, the County of Lambton was allocated 185 new child care spaces with an additional \$4,730,674 provincial funding to be utilized by December 31, 2026.

The new child care facility in Enniskillen Township will provide a total of 73 new licensed child care spaces, including 10 infant, 15 toddler, and 48 preschool spaces for children ages 0 to 4. Construction is anticipated to be completed in 2026.

**DISCUSSION**

In January 2025, ROA Studio Inc. commenced coordination and planning meetings with County staff and Lambton Rural Child Care to support the design and development of a new, fully inclusive and universally accessible child care centre located on the Lambton Meadowview Villa property.

Extensive consultation was undertaken with the County's Long-Term Care Division, the Children's Services Department, and Lambton Rural Child Care. These collaborative efforts informed the completion of the schematic design, final site plan, and the selection of the facility's location within the southern portion of the Meadowview Villa property allowing convenient access for families from Petrolia Line.

The design and development phase has now been completed. The Project has entered the permit and construction phase, which includes the preparation of detailed technical documentation required to initiate the tendering and procurement process for a General Contractor.

Construction is anticipated to begin in early 2026. Based on the facility's scope and scale, a 10-month construction timeline has been projected, with substantial completion and occupancy targeted for Winter 2026. Currently, the Project appears to be on schedule.

**FINANCIAL IMPLICATIONS**

Outlined below is the financial summary of the Lambton Meadowview Villa - Child Care Capital Budget that highlights the approved capital budget adopted on November 6, 2024, and the revised approved budget adopted on May 7, 2025, that will cover the cost of the 24 additional preschool spaces with no financial impact to the County of Lambton.

<b>Expenditure</b>	<b>Approved Budget November 6, 2024</b>	<b>Approved Budget for additional 24 spaces May 7, 2025</b>	<b>Revised total Budget</b>
Development/Design/Architectural	\$1,065,438	\$0	\$1,065,438
Construction	\$4,261,750	\$1,018,738	\$5,280,488
Contingency @ 10%	\$530,000	\$104,593	\$634,593
<b>Total Estimated Cost</b>	<b>\$5,857,188</b>	<b>\$1,123,331</b>	<b>\$6,980,519</b>
<b>Source of Funding</b>	<b>Approved Budget</b>		
Province: EDU Childcare/Start Up	\$2,308,957		\$2,308,957
Province: ELCC Infrastructure		\$1,123,331	\$1,123,331
Children Services Reserve	\$1,636,380		\$1,636,380
Debenture	\$1,911,851		\$1,911,851

<b>Expenditure</b>	<b>Approved Budget November 6, 2024</b>	<b>Approved Budget for additional 24 spaces May 7, 2025</b>	<b>Revised total Budget</b>
<b>Total Source of Funding</b>	<b>\$5,857,188</b>	<b>\$1,123,331</b>	<b>\$6,980,519</b>

Startup costs such as development/design/architectural costs as well as project management costs are currently being incurred for this Project. It is anticipated at this time that the final Project cost will be within the approved \$6.98M Capital Budget.

### **CONSULTATIONS**

Consultations have taken place with the General Manager of Social Services, the General Manager of Long-Term Care, the General Manager of Finance, Facilities and Acquisitions, Manager, Procurement and Projects, the Manager of Children's Services, and the Executive Director of Lambton Rural Child Care.

### **STRATEGIC PLAN**

The activities of the Division support the Community Development Area of Effort #3 in the County of Lambton's Strategic Plan, specifically:

- Strengthening the County's advocacy and lobbying efforts with other levels of government to raise the profile of the County and its needs to secure improved senior government supports, funding, grants, and other resources to meet emerging infrastructure and service needs;
- Consulting with the community and stakeholders on ways to increase housing options and affordability, and innovative programs and initiatives that focus on poverty reduction and promote social belonging;
- Supporting the development of a variety of affordable housing to meet demand;
- Implementing, monitoring and updating community health and wellness-related plans and priorities, including, but not limited to, the *Housing and Homelessness Plan*, *Community Safety & Well-Being Plan*, the Long-Term Care division's mission, vision, and values, *Age Friendly Community Planning* framework, Lambton Public Health's strategic priorities, *Lambton Drug & Alcohol Strategy*, *Lambton EMS Master Plan*, and *Child Care and Early Years 5-Year Service System Plan*; and
- Advocating for, and supporting access to, mental health and addiction services.

**CONCLUSION**

The implementation of the Canada-Wide Early Learning and Child Care (CWELCC) agreement has led to significant transformation and expansion within the children's services sector. Demand for licensed child care has increased substantially, resulting in longer waitlists and a growing disparity between the need for care and the availability of licensed spaces. As part of the provincial strategy under CWELCC, municipalities are responsible for implementing directed growth plans to achieve a minimum child care access rate of 37% by 2026.

The development of a new child care facility in the Township of Enniskillen serving the Town of Petrolia and surrounding rural communities addresses priority growth areas for child care in Lambton County. This project will contribute to increasing access to licensed child care spaces and support the County in meeting its targeted access rate.



## SOCIAL SERVICES DIVISION

<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>HOUSING SERVICES</b>
<b>PREPARED BY:</b>	<b>Melisa Johnson, Manager</b>
<b>REVIEWED BY:</b>	<b>Melissa Fitzpatrick, General Manager Stéphane Thiffeault, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>September 17, 2025</b>
<b>INFORMATION ITEM:</b>	<b>Housing Services Statistical Report - Quarter 2</b>

### **BACKGROUND**

The Housing Services Department provides rental assistance and support services to over 2,300 residents of Lambton County. This assistance helps some of the most vulnerable residents to acquire and maintain permanent housing that is safe and affordable.

The Housing Services Department administers legislated housing programs, numerous housing agreements, maintains a wait list for approximately 1,500 units and manages 834 housing units owned by the County of Lambton.

### **DISCUSSION**

The 2025 second quarter statistical report is attached and provides a quarterly comparison over 2024.

There were 32 households that moved into rent geared-to-income (“**RGI**”) assisted housing units in quarter two of 2025 compared to 31 households in quarter two of 2024. Although this rate is consistent with 2024, it represents a significant decrease when compared to prior years. This decrease can be attributed to the lack of affordable housing and low vacancy rates in the community.

Average monthly rent arrears for the 834 County of Lambton owned units increased slightly to \$10,001 in the second quarter of 2025 from \$8,638 in the previous year. This saw an average of 11 households in arrears compared to 14 households over the same period in 2024. Staff continue to work with individuals to address arrears, make repayment agreements and/or access funding to assist.

The Housing Advocacy Program is an eviction prevention program. Community Support Workers (“**CSWs**”) within this program provide outreach and supports to tenants and their families by advocating on behalf of tenants to improve their quality of life while maintaining their housing. The CSWs have caseloads that consist of many hard to serve individuals with complex needs. In the second quarter of 2025, the CSWs assisted an average of 111 individuals monthly and prevented evictions for an average of 19 tenancies each month. They had an average of 220 client visits per month and assisted clients in accessing a cumulative average of \$14,132 per month in funds such as community resources related to eviction prevention and retro payments of government assistance such as pension or child tax benefits.

The average number of applicants on the wait list for rental assistance in quarter two of 2025 has increased 13% to 1,002 from 886 in the second quarter of 2024. The Housing Services Department has seen an increase in the number of eligible applicants applying for RGI assistance which is partially attributed to the lack of affordable housing and low vacancy rates in the area.

Wait times in quarter two of 2025 for various sized units across the housing portfolio have been fairly consistent with wait times in quarter two of 2024 with slight increases seen for the three and four bedroom waitlist. Although this rate is consistent with 2024, it represents a significant increase when compared to prior years. This increase can be attributed to the lack of affordable housing and low vacancy rates in the community.

### **FINANCIAL IMPLICATIONS**

Not applicable.

### **CONSULTATIONS**

Not applicable.

### **STRATEGIC PLAN**

Providing safe affordable housing is in keeping with the County's Mission to promote an enhanced quality of life through the provision of responsive and efficient services accomplished by working with municipal and community partners.

The activities of the Division support the Community Development Area of Effort #3 in the County of Lambton's Strategic Plan, specifically:

- Strengthening the County's advocacy and lobbying efforts with other levels of government to raise the profile of the County and its needs to secure improved senior government supports, funding, grants, and other resources to meet emerging infrastructure and service needs;

- Consulting with the community and stakeholders on ways to increase housing options and affordability, and innovative programs and initiatives that focus on poverty reduction and promote social belonging;
- Supporting the development of a variety of affordable housing to meet demand;
- Implementing, monitoring and updating community health and wellness-related plans and priorities, including, but not limited to, the *Housing and Homelessness Plan*, *Community Safety & Well-Being Plan*, the Long-Term Care division's mission, vision, and values, *Age Friendly Community Planning* framework, Lambton Public Health's strategic priorities, *Lambton Drug & Alcohol Strategy*, *Lambton EMS Master Plan*, and *Child Care and Early Years 5-Year Service System Plan*; and
- Advocating for, and supporting access to, mental health and addiction services.

**CONCLUSION**

Quarterly statistics provide information which assists in the management of the wait list and rent arrears. This information will also be helpful as the County implements the *County of Lambton Housing and Homelessness Plan 2020 – 2024*.

**HOUSING SERVICES DEPARTMENT**  
Statistical Report

Comparative Data	Quarter 2 2025	Quarter 2 2024
Number of applicants housed	32	31
Number of applicants housed (COHB)	0	0
Total applicants housed	32	31
Average monthly tenant rent arrears	\$10,001	\$8,638
Housing Advocacy Program		
Average number of unique individuals receiving services per month	111	136
Average number of evictions prevented per month	19	17
Average ongoing case management appointments per month	220	261
Average funds per month obtained by clients including eviction prevention and retro benefit payments	\$14,132	\$14,322
Average Number of Eligible Applicants for Rent-Geared-to-Income Assistance		
Bachelor/1 Bedroom	772	683
2 Bedroom	102	75
3 Bedroom	64	73
4 Bedroom	59	53
5 Bedroom	5	2
Total	1,002	886
Average Minimum Wait Times for Rent-Geared-to-Income Assistance		
Bachelor/1 Bedroom	48 months	48 months
2 Bedroom	36 months	36 months
3 Bedroom	42 months	36 months
4 Bedroom	42 months	36 months