AGENDA
COMMUNITY SERVICES COMMITTEE

Wednesday, August 15th, 2007
5:00 p.m.
Lanark Lodge
Life Skills Area

Keith Kerr, Chair

1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST

3. APPROVAL OF MINUTES

   Suggested Motion:
   “THAT, the minutes of the Community Services Committee meeting held on June 20th, 2007 be approved as circulated.”

4. ADDITIONS & APPROVAL OF AGENDA

   Suggested Motion:
   “THAT, the agenda be adopted as presented.”

5. PRESENTATIONS & DELEGATIONS

   i) Introduction of the new Director of Social Services.
   Chief Administrative Officer, Peter Wagland.

6. COMMUNICATIONS


   iv) Ministry of Children and Youth Services regarding Additional Funding for New Child Care Spaces – attached, page 17.


vii) Minister of Municipal Affairs & Housing: Key Changes to the Housing Allowance/Rent Supplement & Homeownership Components of the AHP – *attached, page 23.*

viii) Ministry of Municipal Affairs & Housing: AHP Housing Allowance/Rent Supplement Conversion & Homeownership Program Modifications – *attached, page 26.*

*Suggested Motion:*

“**THAT, the June 2007 Community Services Communications be received as information only.”**

7. **REPORTS**


**Acting Director of Social Services, Mary Lou White.**

*Suggested Motion:*

“**THAT, Lanark County Council endorse the resolutions made by the Lanark Housing Corporation Board of Directors as follows:**

**“THAT, the Lanark County Housing Corporation accepts the 2006 financial statement as presented by Howard Allan, Chartered Accountant;**

**THAT, the Lanark County Housing Corporation Board of Directors recommends to County Council to accept the appointment of Howard Allan, Chartered Accountant to complete the 2007 Lanark County Housing Corporation audit;**

**THAT, the Lanark County Housing Corporation Board of Directors accept the Housing Managers report as submitted;**

**THAT, the Lanark County Housing Corporation Board of Directors defers the appointment of those Directors, whose term expires in 2007, pending the recommendation of the Lanark County Striking Committee in December 2007.”**

**Acting Director of Social Services, Mary Lou White.**

Suggested Motion:

“**THAT,** Lanark County Housing Corporation be authorized to increase their 2007 capital budget by a maximum of $69,000;

**THAT,** the increased funds be allocated for replacement of asphalt shingle roofs and waterproofing foundations in the Jasper Avenue Project;

**THAT,** the increase be funded from the Delivering Opportunities to Ontario Renters (DOOR) for this purpose approved by Lanark County Council in June 2007;

**AND THAT,** the Treasurer be authorized to transfer these funds from the DOOR reserve to finance these expenditures.”


**Acting Director of Social Services, Mary Lou White.**

Suggested Motion:

“**THAT,** the Housing Allowance/Rent Supplement program currently administered by the Lanark County Housing Corporation be increased by ten units, effective in 2007.”


**Acting Director of Social Services, Mary Lou White.**

Suggested Motion:

“**THAT,** a revised Request for Proposal for Affordable Housing be issued in October 2007 if a satisfactory agreement with the Mills Community Support Corporation for the provision of Affordable Housing is not executed by August 29, 2007.”


**Acting Director of Social Services, Mary Lou White.**

Suggested Motion:

“**THAT,** The Mills Community Support Corporation be authorized to proceed with required capital repairs to the Norton Street Housing project in 2007 budget year;
THAT, upon completion of the required repairs, The Corporation of the County of Lanark will reimburse a maximum of $153,360, which represents 90% of their request, to Mills Community Support Corporation;

THAT, Tayside Community and Residential Support Options be authorized to proceed with required capital repairs to the Tayside Housing project in 2007 or 2008 budget year;

THAT, upon completion of the required repairs, The Corporation of the County of Lanark will reimburse a maximum of $45,000, which represents 90% of their minimum request to Tayside Community and Residential Support Options;

THAT, the funds be allocated from the Delivering Opportunities for Ontario Renters – Non Profit Capital Repair allotment approved by Council in June 2007;

AND THAT, the Treasurer be authorized to transfer these funds from the DOOR reserve funds to finance this budget increase.”

vi) Report #SS-28-2007 0.5 FTE Adult Protective Services Worker – Rideau Regional Centre Transition – attached, page 80.

Acting Director of Social Services, Mary Lou White.

Suggested Motion:

“THAT, a permanent half time position called Adult Protective Services Worker (APSW) with Long Term Care Outreach duties be created for the Fiscal Year 2007-2008.”


Acting Director of Social Services, Mary Lou White.

Suggested Motion:

“THAT, the current Indigent Funeral Policy increase funeral costs from the current rate of $2960 plus GST to a maximum of $3220 plus GST, effective January 1, 2008 with an annual increase based on the previous years Consumer Price Index, effective January 1st each year.”


Acting Director of Social Services, Mary Lou White.

Suggested Motion:

“THAT, Report #SS-30-2007 Best Start Unconditional Grant Update be received for information.”
ix) Report #LL-10-2007 MOH LTC Funding Announcements — attached, page 90. Director of Long Term Care, Deborah Pidgeon.

Suggested Motion:
“THAT, Report #LL-10-2007 MOH LTC Funding Announcements be received for information.”


a) Health Unit Public Meeting Minutes July 12th — attached, page 98.

Suggested Motion:
“THAT, the Leeds, Grenville & Lanark District Health Unit Update (verbal) and Health Unit Public Meeting Minutes July 12th be received as information only.”

xi) Lanark County Housing Corporation Update (verbal). Councillor Sharon Mousseau.

Suggested Motion:
“THAT, the Lanark County Housing Corporation Update (verbal) be received as information only.”

xii) Affordable Housing Steering Committee Update (verbal). Warden Al Lunney.

Suggested Motion:
“THAT, the County of Lanark submit a request to the Ministry of Municipal Affairs and Housing for funding in the amount of $151,600 to administer an additional allocation of twenty Homeownership units;

THAT, the additional twenty units be offered in 2007 to the alternate applicants selected by lottery draw in May 2007;

AND THAT, if necessary a second lottery draw be conducted including all applications submitted prior to May 15, 2007.”

8. CONFIDENTIAL REPORTS

None.

9. NEW/OTHER BUSINESS

None.

10. ADJOURNMENT
TO CHAIRS OF BOARDS OF DIRECTORS

On behalf of the SE LHIN Board of Directors and our Collaborative Governance Development Team, I am writing to invite you, members of your Board of Directors and your Chief Executive Officer/Executive Director to attend one of five Board development sessions we are planning in September/October.

As you know, earlier this year we formed the Collaborative Governance Development Team to advise us on developing effective collaborative relationships with provider boards. A list of the group's members is attached. This is a new field for most of us so we felt it was crucial to gain input from provider board representatives on how to proceed. We all know that, to be successful in developing winning integration strategies to improve health care for all in our LHIN, we will want to develop effective governance and management partnerships within each sector, and across sectors. We believe, further, that we have a lot to learn on how to accomplish this challenging goal.

Team meetings have focused on how to provide boards of directors with meaningful information. The group has told us that the first step should be to provide education on what collaboration is all about as well as an opportunity to talk about these challenges.

This is the first LHIN-wide series of meetings for board members. The purposes are to provide practical information to continue the development of a shared understanding of governance roles in health services integration, to provide the latest information on the Integrated Health Services Plan and to share ideas on further assistance Boards feel they would like in order to continue to be successful. Each meeting will have the same agenda which will be finalized shortly and provided before the meetings.

The meetings are deliberately spread over a period of almost four weeks and among different cities to accommodate schedules and to provide convenient venues. A list is attached. We hope as many people as possible can attend and can choose the date and location most appropriate for them.

We would appreciate your advising your Board members of this invitation and ask that they reply to Mrs. Tabatha Gabriel by August 20th, 2007 at 1-866-831-5446 extension 219 or tabatha.gabriel@LHINS.ON.CA to register for the event that is most convenient. Please note that space is limited due to facility size so please register ASAP.

We hope to gain strategic insights into provider board needs at these meetings and look forward to seeing everyone during these important development sessions.

Sincerely,
Georgina Thompson
Chair, SE LHIN
Attach.
# Fall Board Development Meetings
## Dates, Times and Locations

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>September 6&lt;sup&gt;th&lt;/sup&gt;, 2007</td>
<td>4:00pm-8:00pm</td>
<td>The Banquet Centre 1 Alhambra Square Belleville, Ontario</td>
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<td>September 11, 2007</td>
<td>4:00pm-8:00pm</td>
<td>The Royal Canadian Legion Bancroft, ON</td>
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<tr>
<td>September 17&lt;sup&gt;th&lt;/sup&gt; 2007</td>
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<td>September 26, 2007</td>
<td>9:00 am-1:00pm</td>
<td>Royal Canadian Legion 26 Beckwith St. E Perth, ON</td>
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<td>October 1, 2007</td>
<td>2:00pm – 6:00pm</td>
<td>CJ’s Banquet Hall 803 Chelsea St. West Brockville, ON</td>
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## Collaborative Governance Development Team Members

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<thead>
<tr>
<th>Name</th>
<th>Sector</th>
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<tbody>
<tr>
<td>Mr. Bernard Bouchard</td>
<td>Long Term Care</td>
<td>Ontario Long Term Care Association</td>
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<tr>
<td>Mr. Peter Burbidge</td>
<td>Community Support Services</td>
<td>Lennox &amp; Addington Seniors Outreach Services</td>
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<tr>
<td>Mr. Joe Downey</td>
<td>Addiction Services</td>
<td>Options For Change</td>
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<tr>
<td>Dr. Peter Glynn</td>
<td>Mental Health Services</td>
<td>Frontenac County Mental Health Services</td>
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<tr>
<td>Mrs. Carol Harris</td>
<td>Community Care Access Centres</td>
<td>Lanark Leeds Grenville Community Care Access Centre</td>
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<tr>
<td>Mrs. Sue MacLatchie</td>
<td>Community Health Centres</td>
<td>Country Roads Community Health Centre, Portland</td>
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<tr>
<td>Ms. Jan Montgomery</td>
<td>Hospitals</td>
<td>Perth Smiths Falls Hospital</td>
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<tr>
<td>Mrs. Carol Mackillop</td>
<td>Academic</td>
<td>Centre for studies in Primary Care</td>
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<tr>
<td>Karen Brooks-Cathcart</td>
<td>Public Health Sector</td>
<td>Health Science – Loyalist College</td>
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<td>Florence Campbell</td>
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<td>SE LHIN</td>
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<td>John Groves</td>
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<td>Gaye McGinn</td>
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<td>Margaret Werkhoven</td>
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<td>SE LHIN</td>
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<tr>
<td>Georgina Thompson</td>
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<td>SE LHIN (Ex officio)</td>
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<tr>
<td>Paul Huras</td>
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<td>SE LHIN (Ex officio)</td>
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MEMBER COMMUNICATION

To the attention of the Clerk and Council

July 11, 2007

FOR MORE INFORMATION CONTACT:
Petra Wolthuis, AMO Senior Policy Advisor
(416) 971-8868 ext 329

- UPDATE -

Re: Ministry of Community and Social Services Announcement
On Public Review of Transportation Standard

Issue:

Please be advised that the link to the “costing analysis package” in the original ALERT issued on June 28, 2007 was incomplete. The link has been updated and the full package is now available on line. Please be sure to click on all of the tabs in the document in order to carry out a local impact analysis of the entire Standard.

On June 27, 2007, the Ministry of Community and Social Services (MCSS) announced that the proposed standard for accessible transportation will be posted on the Ministry website for public review and feedback. AMO is encouraging municipalities to consider the local impact of the proposed standard and to develop and submit a response to the Minister.

Background:

The Accessibility for Ontarians with Disabilities Act (AODA, 2005), requires the Minister of Community and Social Services to develop accessibility standards that will remove barriers for people with disabilities. The standards are expected to apply to the public sector, including all municipalities in the Province, as well as the not-for-profit and private sectors. They will address a full range of disabilities including physical, sensory, mental health, developmental and learning and will be implemented in phases leading to full accessibility in Ontario by 2025. Standards are being developed for customer service, the built environment, employment, information and communication and sector specific areas, of which transportation is the first.

Once completed, the standards will be introduced into legislation and therefore will become mandatory and enforced by the Province. To date, funding to support the legislation has not been made available. AMO continues to advocate for provincial funding to assist in the implementation of the standards that are being developed.

Concern is being expressed by the transit industry that the standard, as proposed, will be prohibitively expensive in some jurisdictions.
Member Communication

To assist municipalities in assessing the local impact of compliance with the standard in public transit (excluding for example taxis), an information and costing analysis package developed by representatives of the transit sector has been provided. AMO is encouraging municipalities to carry out a local analysis of the impact of the proposed standard as guided by the document provided and to respond to the Minister through the public review process being held between June 27, 2007 and August 31, 2007.

To view AMO’s response to the previously released Customer Service Standard, please click here.

Action:

AMO, through the Barrier Free Access Working Group and on the future SDCs, will continue to participate in the SDC process and advise the membership of arising issues, concerns and critical timelines.

While supportive of the AODA, AMO will continue to advocate, among other things, for the harmonization of standards, long-term sustainable funding for the implementation of the standard and recognition of undue hardship in the implementation and compliance with standards.

This information is available in the Policy Issues section of the AMO website at www.amo.on.ca.
McGuinty Government Strengthens Ontario's Child Care System

$142.5 Million Funding Boost And New Regulatory College Means Better Care For Ontario's Children

TORONTO, July 5 /CNW/ - The McGuinty government is strengthening Ontario's child care system with $142.5 million in funding to sustain 7,000 new licensed spaces and create a first-of-its-kind in Canada regulatory College of Early Childhood Educators to maintain professional standards of practice among child care practitioners, Ontario Minister of Children and Youth Services Mary Anne Chambers announced today.

New funding will provide the City of Toronto with $32.2 million to increase wages, address local pressures and sustain 925 new spaces.

"Our government recognizes the importance of quality, affordable child care and the need to sustain the significant progress achieved to date," said Chambers. "Over the past two years more than 4,270 licensed child care spaces have been created in Toronto. This is helping more parents balance the demands of work and family, while giving their children access to early childhood education."

Since Best Start was launched in 2004, more than 22,000 new licensed child care spaces have been created provincewide.

This year's additional $142.5 million investment will be used to enhance, strengthen and sustain the government's Best Start program including:

- $105.7 million new funding will sustain 7,374 licensed childcare spaces, including 300 new licensed and culturally-appropriate child care spaces for Aboriginal children in targeted off-reserve communities, as well as assist Ontario municipalities with the pressures they face in supporting quality child care in Ontario

- An additional $24.8 million will provide a wage increase of approximately three per cent for approximately 33,500 childcare practitioners across Ontario

- $12 million to provide improved access to training and create the first regulatory College for Early Childhood Educators in Canada.

The government will also be supporting child care professionals working in licensed child care settings who want to upgrade their qualifications in order to obtain an early childhood education diploma, by providing grants to assist with the costs of training, as well as grants to cover the associated travel and living costs.

"I am extremely pleased with this announcement," said Toronto Mayor David Miller. "The government has recognized the value of child care to families in Toronto and the need to improve wages for those who do this tremendously important work. This announcement shows what can be accomplished when three levels of government work together."

"This is an important milestone for the early childhood education field as the establishment of a regulatory body formally recognizes trained early
childhood educators as professionals,” said Eduarda Sousa, Executive Director of the Association of Early Childhood Educators Ontario. “The announcement of new and additional funding for training and wage enhancement grants is an important step towards addressing the retention and recruitment issue that currently plagues our profession.”

“Parents and families want child care that is affordable, accessible and accountable and where they can feel secure that their children are safe and well-looked after,” said Tony Ruprecht, MPP for Davenport, who joined Chambers at Rawlinson Child Care Centre at Rawlinson Community School to make the announcement. “This additional funding will help more Toronto families find convenient, quality child care for their children.”

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Other government investments supporting the early learning and healthy development of Ontario's young children and their families include:

- In January 2007, the province streamlined the eligibility process for child care fee subsidies based on family net income so more families are now eligible
- More support for the health and well-being of 1.3 million children through the new Ontario Child Benefit, which will provide low-income families with a one-time down payment of up to $250 per child this July, growing to a maximum of $1,100 annually per child by 2011
- Increasing the number of child care inspectors by 12 to 77 and providing parents and families with improved access to information on licensed child care centres to assist them in making well informed child care decisions.

“Our government is investing in measures that are making the child care system more accessible, more affordable and more accountable to families,” said Chambers.

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www.children.gov.on.ca

Backgrounder

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ONTARIO'S BEST START PLAN

July 5, 2007

Best Start is Ontario's plan to enhance the early learning, child care and healthy development of the province's children so they are ready to achieve success in school by the time they start Grade 1.

More affordable, accessible child care:

- More than 7,000 additional licensed child care spaces have been created by Ontario municipalities as of March 2007, bringing the total to almost 22,000 new spaces since 2004. The government is investing new funding in 2007-08 to sustain these spaces and create up to 300 new licensed and culturally-appropriate child care spaces for Aboriginal children in targeted off-reserve communities. Today's investment brings the government's total investment in child care to more than $841 million in 2007-08.

- In January 2007, the government introduced a new model to determine child care fee subsidies based on income. Families are now eligible for subsidies on a sliding scale as family income increases. A family with a net income of $20,000 is eligible for a full fee subsidy for their child care costs. Assuming an average daily child care cost of $43, for example, a family with a net income of $40,000 receiving a
fee subsidy would pay about $8 a day for child care; a family with a net income of $60,000 would pay about $31 a day.

- Best Start is being implemented at an accelerated pace in three communities: the District of Timiskaming, the rural areas of Lambton and Chatham-Kent, and Hamilton's east end. Approximately 24 hubs have been created in these communities where families can access a continuum of services related to early learning, child care and healthy development in convenient neighbourhood locations.

More quality child care and early learning programs:

- To establish high professional standards and help ensure quality early learning and care programs, Ontario recently passed legislation to create a regulatory College of Early Childhood Educators that will set consistent professional standards for Ontario's early childhood educators.

- To support expansion of Ontario's licensed child care system and to attract and retain skilled early childhood education professionals, Ontario is providing wage improvements for eligible child care practitioners through the municipalities. In 2007-08, the McGuinty government is investing nearly $25 million in new funding to provide wage increases to all eligible child care practitioners.

- The McGuinty government is investing $2 million in 2007-08 for improved access to training for child care supervisors and directors.

More investments in early healthy child development:

- Strengthening and expanding early screening for the estimated 130,000 infants born every year in Ontario to identify potential issues, needs and risks.

- Screening of consenting mothers and newborns for risk factors at the hospital, followed by a phone call within 48 hours.

- Expanded support for those who need extra help, including home visits and referrals to other support programs in the community.

- Strengthening and expanding hearing, speech and language programs to identify, treat and support children with a communication disorder - early identification is crucial for helping children develop strong language and literacy skills.

- New early intervention program to provide family-centred services for children who are blind or have low vision.

More supports for families with young children:

- 103 Ontario Early Years Centres across the province, supported by provincial and federal funding, provide free programs and services for children up to the age of six and their parents and caregivers.

- In 2007-08, the government is investing $1 million to provide parents with materials and resources that will help them make well-informed choices about child care, including a website for parents on licensed child care, as well as a 1-866-821-7770 number to call for information and increasing the number of child care inspectors to 77.
EARLY CHILDHOOD EDUCATORS

- Early child educators or ECEs are trained professionals specializing in the early development and learning of children. They plan and lead activities to stimulate and develop the intellectual, physical, emotional and social growth of preschool and school age children.
- ECEs have a postsecondary education. They have either a college diploma or university degree in early childhood education.
- They are employed in a variety of early learning settings, including: child care centres, private home child care agencies, Ontario Early Years Centres, early childhood intervention programs, schools and colleges.
- Some ECEs are self-employed.
- There are an estimated 29,000 ECEs in Ontario.
- ECEs will be required to register in the new College of Early Childhood Educators once the first elected and appointed council is in place. Early childhood assistants will not be required to register.

COLLEGE OF EARLY CHILDHOOD EDUCATORS

The new College is part of the McGuinty government's Best Start plan to strengthen Ontario's early learning and child care system to help ready more children to achieve success when they enter Grade 1.

It is the first regulatory college for early childhood educators (ECEs) in Canada. The College will monitor and support high standards in early childhood education. It will also help to ensure Ontario's children who attend early learning and care programs are being cared for by qualified professionals.

Mandate

The College is a regulatory body that would:

- Set standards of professional practice and ethics that demonstrate respect for diversity and sensitivity to multiculturalism
- Promote excellence in the practice of the profession
- Establish the requirements for professional qualifications
- Maintain a public registry of members
- Establish a public complaints process
- Discipline members for professional misconduct or incompetence
- Set requirements for professional development

Membership Requirements

Membership in the College will be for anyone using the title of early childhood educator or practicing early childhood education in the province. The government will be supporting child care professionals working in licensed child care settings who want to upgrade their qualifications in order to obtain an early childhood education diploma, by providing grants to assist with the costs of training, as well as grants to cover the associated travel and living costs.

The legislation lists those working within the scope of practice of early childhood educators, but who are not required to be members of the College. These include teachers and teaching assistants, nannies and child care
practitioners who have been approved under the Day Nurseries Act.

Costs

The College will be a self-governing and self-funding body. The government will provide start-up funds and per diems for the members of the transitional Council. Eventually, the College would become self-financing and operational costs would be covered through membership dues and other fees.

College Council

A transitional Council will soon be appointed by the Minister of Children and Youth services to set up the College and prepare for the first elections of the Council. During this transitional period, qualified early childhood educators would register for membership. They would then elect 14 of their peers to the Council. The Lieutenant Governor in Council would appoint 10 members to represent the public. The Council will be required to report annually to the Minister on its activities and financial affairs.

Dealing with Complaints

A public complaints process will be established. A College discipline committee would deal with complaints relating to professional misconduct or incompetence. Discipline hearings would usually be open to the public. An appeals committee would also be created.

The College would define professional misconduct through regulation. For example, this could include abusing a child physically, sexually, verbally, psychologically or emotionally, or practicing the profession while the member's ability is impaired. The Council or Executive Committee could make an interim order to suspend a member if there is a risk of harm to a child.

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www.mcys.gov.on.ca

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For further information: Tricia Edgar, Minister's Office, (416) 212-7161, (416) 571-7247 (cell); Anne Machowski-Smith, Ministry of Children and Youth Services, (416) 325-5156

Other news releases disseminated by this ministry

| central site | feedback | search | site map | français |
Al Lunney  
Warden  
The County of Lanark  
99 Sunset Blvd, PO Box 37  
Perth, Ontario K7H 3E2  

Dear Mr. Lunney:

I recently wrote to you with news that, as a result of our 2007 Ontario budget, new Best Start child care enhanced funding was being provided as a first step towards helping to address pressures in the delivery of child care services in your community.

As the 2007 federal budget included an additional $97.5 million to further support child care in Ontario, I am happy to provide further details on additional funding to support the province’s system of early learning and child care.

As indicated in the 2006 and 2007 budgets, the province is committed to both enhancing and sustaining the significant progress that we have achieved. That is why my ministry continues to provide funding to help sustain the almost 15,000 new licensed child care spaces created under our Best Start plan as of September 2006.

Many municipalities have indicated that they have created additional child care spaces that are attributable to Best Start funding. My ministry has worked closely with municipalities across Ontario to understand how these spaces are meeting the needs of children and families in local communities. In May 2007, a total of 59 additional Best Start spaces were identified as being licensed and operational as of March 31, 2007 within your municipality.

I am pleased to inform you that an ongoing investment of Best Start funding totalling $442,300 is being provided to you beginning in 2007-08 to support the operation of these spaces. Please recognize that the province is not in a position to fund further expansion at this time.
In order to enhance quality in the provision of care and recognizing the important contributions they make to the lives of Ontario’s children, my ministry is also allocating funds in 2007-08 and onward in order to improve the wages of eligible child care practitioners in your municipality. A total of $193,800 in Best Start wage improvement funds will be made available shortly.

When combined with ongoing investments, these new commitments will result in a total 2007-08 Best Start child care allocation of $1,863,700, some of which has already been made available to your community to address immediate pressures.

The province is committed to moving forward with Best Start in a manner that provides municipalities with the greatest degree of flexibility. This is why we will continue to ease municipal cost-sharing obligations on Best Start funding in order to provide municipalities with the flexibility required to provide the greatest benefit to children and families.

I would like to thank you for your continued partnership and shared dedication to the Best Start vision. I look forward to our further collaboration as we continue to improve Ontario’s system of early learning and child care.

Sincerely,

Mary Anne Chambers
Minister
Mr. Gerry Haughian  
Lanark County  
PO Box 37,  
Sunset Blvd.,  
Perth, ON K7H 3E2  
June 22, 2007

Dear Mr. Haughian;

We would like to thank you and your staff for supporting our county youth centers. County Council approving the financial support not only helps us achieve our mission it is also a validation of our efforts.

Our mission is to offer educational programs and activities for youth, with the purpose of developing life and employment skills, leadership abilities and good citizenship. SFDCY accomplishes these objectives within a fun and safe environment where youth actively participate in key organizational decision-making with adult mentors and supervision.

As you know we cannot achieve these goals without material and staff. Thank you for the generous contribution and should you require further information about our 2007 programs please do not hesitate to contact us at 613-284-1784.

Yours truly,

Mary Watt  
President  
Youth Board of Directors

Matt Krotki  
President  
Adult Board of Directors
July 12, 2007

Mr. Gerry Haughian
County of Lanark
Sunset Blvd., P.O.Box 37
Perth, ON K7H 3E2

Subject: Rising Claim Costs to Negatively Impact SHSC Insurance Program
Renewal Rates for 2007/2008

Dear Mr. Haughian:

Social Housing Services Corporation first started offering comprehensive group insurance to social housing providers in September 2003. At that time we successfully negotiated a guaranteed insurance program with reasonable upfront premium costs combined with the potential for rebates based on good claims results.

The efforts made by housing providers to control their claim costs resulted in property loss ratios (property premium divided by the cost of property claims) of less than 40% at the end of the 2003/2004 and 2004/2005 coverage terms which translated into premium rebates of more than $500,000 refunded to housing providers participating in the SHSC program during those years.

Unfortunately, as the program has matured, some providers have been unable to maintain the low incidences of claims and claim costs achieved in 2003 and 2004. During the 2005/2006 policy year program loss ratios moved above 40% and have continued to rise through the first half of 2007. This increase in claim costs precludes providers from receiving premium rebates based on good claims results and, far more importantly, will have long term impact on future insurance premium pricing.

The table below shows the loss ratios for the SHSC insurance program as of June 2007. You will notice that the loss ratio that was under 40% in September 2004 is now running at 57% and the September 2005 loss ratio has risen to 48%. This upward trend is expected as new claims are reported after the policy period ends and as existing claims are re-evaluated as the investigation and settlement process matures. Open claims only become more costly as they age.

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<thead>
<tr>
<th>Policy Term</th>
<th>Paid Premium</th>
<th>Claim Costs at June 2007</th>
<th>Loss Ratio at June 2007</th>
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<tr>
<td>Sept 2003 to Sept 2004</td>
<td>$13,394,394</td>
<td>$7,669,299</td>
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<td>Sept 2004 to Sept 2005</td>
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<td>$16,546,751</td>
<td>$7,153,129</td>
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<td>Nov 2006 to June 2007*</td>
<td>$8,373,114</td>
<td>$3,487,683</td>
<td>41.65%</td>
</tr>
</tbody>
</table>

*Prorated to show 7 months paid premium only.
The current loss ratio for the 2006/2007 policy period stands at almost 42% at June 2007 based on a prorated premium for the first 7 months of the policy year. While this number appears on the surface to show a very good loss ratio, in fact it is a poor result given that many property and liability claims that have occurred during this year remain open and are therefore subject to increased costs over time. In addition, there is a high probability that many incidents that will eventually become claims are as yet unreported (IBNR – incurred but not reported) which will further impact the loss ratio by the end of this policy year and over time.

The chart below summarizes the claims results for housing providers, insured through the SHSC program, and funded by your municipality. You will note that the data for your service area was consolidated to comply with privacy guidelines but the type of claim (property or liability) and the total costs associated with the claims are listed. The claim frequency and costs associated with individual providers have been reported to the program insurers and will be considered when the renewal premium is calculated for the program.

**Claims by Service Manager September 2003 to June 2007**

<table>
<thead>
<tr>
<th>County of Lanark</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total # Providers</td>
<td>12</td>
</tr>
<tr>
<td># Providers with Claims</td>
<td>3</td>
</tr>
<tr>
<td># Property Claims</td>
<td>7</td>
</tr>
<tr>
<td># Liability Claims</td>
<td>0</td>
</tr>
<tr>
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<td>7</td>
</tr>
<tr>
<td>Total Cost of Claims</td>
<td>$214,199</td>
</tr>
</tbody>
</table>

SHSC is committed to controlling the impact of claims and associated premium increases on housing providers with good risk management practices and a positive claims experience and to assisting providers with poor loss experiences to improve. To achieve this goal SHSC has or will undertake the following initiatives:

- Offer risk and claims management training programs to all insurance program participants at a nominal cost;

- Arrange for or conduct formal liability and property risk inspections and property management process and documentation reviews;

- Distribute a newsletter offering concrete advice on ways to reduce claims;

- Advocate for providers on claims issues including arguing for the provider in disputes with insurers on coverage, reviewing claim files for management efficiencies and unreasonable charges and identifying claim trends to develop targeted training and education;
• Develop an allocation model which will ensure that providers' claims experience is considered when premium is calculated so that providers with positive loss records assume less of the increased costs associated with claims than do providers with poor loss records;

• Develop guidelines to ensure that providers cannot experience a bad claims year and then leave the SHSC insurance program the following year to suffer the negative financial impact of their poor claims experience. Individual providers opting in and out of the SHSC program results in providers that stay in the SHSC program bearing the negative financial impact of premium increases that are based on the poor claims experience of providers who have left the program; and

• Encourage Service Managers to monitor the claims activities of their providers and to assist SHSC with raising awareness of the impact of a poor claims record on insurance premiums.

Your support of SHSC’s initiatives to improve claims experience and to limit the consequent negative impact on insurance premiums is appreciated. For further advice and information on how you can contribute to improving the risk management practices and claims experiences of your housing providers, please contact SHSC at any time at the numbers listed below or through our website at www.shscorp.ca.

Yours truly,

SOCIAL HOUSING SERVICES CORPORATION

Daryl Carre
Director, Risk Management & Insurance Services

Telephone: 416-594-9325 x244
Fax: 416-360-3711
Email: dcarre@shscorp.ca

Cc: Lindsey Reed – CEO, Social Housing Services Corporation
July 11, 2007

Mr. Al Lunney
Warden
County of Lanark
Sunset Boulevard
P.O. Box 37
Perth ON K7H 3E2

Dear Warden Lunney:

I am pleased to inform you of key changes to the Housing Allowance/Rent Supplement and Homeownership components of the Canada–Ontario Affordable Housing Program (AHP).

These program modifications are in response to requests and feedback from municipal service managers. The changes will allow service managers to maximize AHP funds, create new affordable-housing opportunities, and respond to local housing needs within your respective service areas.

Service managers will have the option to transfer all or a portion of uncommitted Housing Allowance/Rent Supplement (HARS) funds to other AHP housing activity in the service manager’s area. Interested service managers will be responsible for submitting a business case outlining how they intend to distribute HARS funds among the Rental and Supportive, Homeownership, and/or Northern programs in their area.

Under the Homeownership component, service managers now have the flexibility to offer varying levels of down-payment assistance based on local needs and household characteristics.

The attached document -- Canada–Ontario Affordable Housing Program – Key Changes of Interest to Service Managers – outlines the program changes and next steps for those interested in taking advantage of the modifications.

RECEIVED
JUL 19 2007
WARDEN/C.A.O.'s OFFICE
COUNTY OF LANARK
Mr. Al Lunney

I would like to take this opportunity to recognize your efforts to date in delivering affordable housing within your communities. There has been significant progress over the last several months in implementing the various components of the AHP, and I look forward to our continued success.

Sincerely,

[Signature]

John Gerretsen
Minister

Enclosure

c:  Mr. Peter Wagland
    Chief Administrative Officer
    County of Lanark

    Ms. Sandy Grey
    Manager, Social Housing
    County of Lanark
Canada–Ontario Affordable Housing Program (AHP)
Key Changes of Interest to Service Managers
July 2007

Conversion of Uncommitted Housing Allowance/Rent Supplement Funding:
- Service Managers will have the option to redistribute all or a portion of uncommitted Housing Allowance/Rent Supplement funding to other AHP programs.

Next Steps:
- Service Managers will be provided a business-case template.
- If Service Managers wish to convert funds, the business case will confirm the amount of funds to be transferred and how they will be distributed among the AHP capital streams (Rental and Supportive, Homeownership, and/or Northern).
- The business case will also include an updated multi-year Housing Delivery Fiscal Plan and a rationale for the proposed conversion.
- Each business case will be subject to approval by the Ministry.
- Funding for proposed new purposes will be available only after project approval.

Homeownership Program Modifications:
- Service Managers will have the option to vary the percentage of down-payment assistance to qualified households, provided that they meet their unit targets and overall program funding stays within approved levels.
- In determining the level of AHP down-payment assistance, Service Managers may take into account household need (family size, income), level of savings, and any municipal / third-party contributions towards the down payment.
- The maximum allowable down-payment assistance will be increased to 10 per cent on average of the purchase price for the eligible unit, or up to $20,000 per unit for GTA Service Managers.

Next Steps:
- For Service Managers who have not yet signed a Homeownership Administration Agreement, please notify the Municipal Services Office – Team Lead as to the expected signing date; or confirm that the Service Manager area will not be participating in the Homeownership component.
- Homeownership units allocated to southern Service Manager areas not participating in the program will be reallocated through provincial RFP.
- Distribution of funds and units will be determined based on successful proposals and may result in some changes to the regional distribution of the units.
- Northern Service Managers will have the option to transfer their Homeownership allocation to the Northern housing program. Interested Service Managers will be required to identify this request through the business-case process outlined above.
July 26, 2007

Ms. Sandy Grey
Social Housing Manager
County of Lanark
P.O. Box 37
1857 Rogers Road
Perth, ON K7H 3E2

Dear Ms. Grey,

Re: Canada-Ontario Affordable Housing Program (AHP) – Housing Allowance / Rent Supplement (HARS) Conversion and Homeownership Program Modifications

I would like to thank everyone for your efforts to date in implementing the Canada-Ontario Affordable Housing Program (AHP).

As announced by Minister Gerretsen in the July 11, 2007 letter to all Service Managers, approval has been granted to allow Service Managers to convert all or a portion of uncommitted AHP Housing Allowance/Rent Supplement (HARS) funds allocated to their service area to an AHP capital component: Rental and Supportive, Northern Housing, or Homeownership. The letter also conveys information about Homeownership program modifications.

If your service area would like to participate in HARS conversion, or take advantage of the Homeownership program modifications detailed below, you must submit a two-part business case. The templates will be forwarded electronically.

**HARS Conversion**

Within the business case, you will need to identify how you would like uncommitted HARS funds to be distributed amongst other capital lines, as well as providing a general rationale for the conversion. In addition, Service Managers are also required to demonstrate that the conversion will not result in a reduction in the overall AHP funding for victims of domestic violence (VDV). Service Managers will have the option to increase VDV funding to their remaining HARS units or direct funding to new VDV capital units created through the conversion process.
If you are requesting HARS conversion, you will also need to complete a revised Housing Allowance/ Rent Supplement Program Take-Up Plan (PTUP).

**Homeownership Allocations**
A number of Service Managers have inquired about additional Homeownership units. Currently there is a balance of unallocated Homeownership units, held in reserve by the province. Service Managers will have an opportunity to request additional unit allocations from the reserve for their service area.

The Northern Service Managers will have the option to convert all or a portion of their Homeownership allocation to the AHP Northern Housing Component.

Some Service Managers have expressed interest in transferring a portion of their Homeownership allocation back to the province to be included as part of the provincial request for proposal (RFP). Others have opted not to participate in the Homeownership program. If you choose not to utilize your Homeownership allocation, the units and funding allocated to your region will be distributed by the province.

The ministry's final decision on allocating the balance of Homeownership units will be based on proposals submitted through a competitive process. As a result, units may not remain in the geographic area where they were originally assigned.

**Business Case Process**
Please submit your completed business case and revised PTUP to the Team Lead, Regional Housing Services at your local Municipal Services Office (MSO). Once your business case has been reviewed, it will be forwarded to the minister for approval.

The following instructions will take you through the business case templates and describe, section by section, the required information.

**Business Case Template A**

**HARS Allocation / HARS Progress to Date**
This pre-populated section is for information purposes detailing the original allocation and unit and funding take-up as of May 31, 2007. If there are any updates to the Progress to Date section, please make them on the template and include an explanatory note.
1) **Request to convert HARS funding to the AHP capital program**
If this section applies to your situation, please proceed to fill in the required information regarding the component(s) where you would like HARS funds to be directed. Attach any supporting documentation you feel is appropriate.

To calculate the funding for the conversion, please use the following guidelines:

- **Rental and Supportive:** up to an average of $70,000 per unit
- **Northern Housing:** up to an average of $20,000 per unit
- **Homeownership:** area average per unit*

* Homeownership funding allocations vary between Service Manager areas. To calculate the rate of conversion, please divide your Wave 1 funding allocation by your unit allocation. This will provide you with the average unit funding for your service area to base your conversion on.

2) **Request for additional Homeownership units from the reserve**
If you are requesting additional Homeownership units from the reserve, please note the amount of the funding request and the number of additional units you would like to deliver in your area. In order to calculate your funding request, please use the formula provided above. If you would like to propose an increase to the level of per unit funding, include this request in the written statement with a rationale.

3) **Conversion of Homeownership Units to Northern Housing Component**
This section is to be completed by Northern Service Managers who wish to convert their Homeownership allocation to the Northern Housing Component.

4) **Request to return Homeownership units to MMAH for re-distribution:**
Please use this section if you wish to return units to the ministry for reallocation. Service Managers who have opted not to participate in the Homeownership program, or who wish to transfer a portion of their Homeownership allocation back to the province, must complete this section. Please note that units will be redistributed based on the results of an RFP and, therefore, the ministry cannot guarantee redistribution within the same Service Manager area.
Sandy Grey  
July 26, 2007  
Page 4

**Business Case Template B**  
Please use Template B to revise your take-up plan and financial requirements by quarter for fiscal (April 1 to March 31) 2007-08, 2008-09 and 2009-10. The template will automatically calculate your totals.

This template provides Service Managers with an opportunity to identify when funding will be required for all of the AHP components. Required funding for the purposes of this exercise is represented by the full funding value per approved project at the signing of the Contribution Agreement (Rental and Supportive, Northern), upon the receipt of a signed purchase and sale agreement (Homeownership), or a revised take-up plan (HARS).

**HARS Take-Up Plans**  
If you are requesting HARS conversion, please update the HARS Program Take-Up Plan (PTUP). For Service Managers currently participating in HARS, an electronic copy of the currently approved PTUP will be forwarded with the business case templates for your review.

**Submission Timelines**  
Service Managers are encouraged to return the business cases to the MSOs by Wednesday, August 8, 2007. For business cases submitted by this deadline, every effort will be made to have business cases approved within six weeks. We are unable to guarantee approval for business cases submitted after this date within a six-week turnaround time.

We appreciate that in certain areas, council approval may be necessary to finalize conversion plans. For those Service Managers who require council endorsement prior to submitting the business case, submissions will be accepted until September 14, 2007. Please notify your MSO if you intend to complete a business case but would be unable to seek the necessary approvals prior to the deadline.

If you have any questions regarding the business case process, please do not hesitate to contact your area MSO.
Sandy Grey  
July 26, 2007  
Page 5

Again, I appreciate your ongoing interest and commitment to the Affordable Housing Program.

Yours truly,

Richard D’Iorio  
(A) Director, Housing Programs Branch  
Ministry of Municipal Affairs and Housing

c: Mila Kolokolnikova – MSO Eastern
REPORTS
THE COUNTY OF LANARK

COMMUNITY SERVICES COMMITTEE
August 15, 2007

Report SS-23-2007 of the
Director, Social Services

LANARK COUNTY HOUSING CORPORATION ANNUAL GENERAL MEETING

1. STAFF RECOMMENDATION

It is recommended:

“THAT, Lanark County Council endorse the resolutions made by the Lanark Housing Corporation Board of Directors as follows:

“THAT, the Lanark County Housing Corporation accepts the 2006 financial statement as presented by Howard Allan, Chartered Accountant;

THAT, the Lanark County Housing Corporation Board of Directors recommends to County Council to accept the appointment of Howard Allan, Chartered Accountant to complete the 2007 Lanark County Housing Corporation audit;

THAT, the Lanark County Housing Corporation Board of Directors accept the Housing Managers report as submitted;

THAT, the Lanark County Housing Corporation Board of Directors defers the appointment of those Directors, whose term expires in 2007, pending the recommendation of the Lanark County Striking Committee in December 2007.”

2. PURPOSE

This is a request for the shareholders approval of resolutions made by the Board of Directors of the Lanark County Housing Corporation at their Annual General Meeting.

3. BACKGROUND

The Lanark County Housing Corporation is incorporated under the Business Corporation Act, 1990 (Ontario) and as such is required to hold an Annual General Meeting.

At each Annual General Meeting the Board of Directors is required to

a) Appoint one or more auditors to hold office until the close of the next annual meeting.
b) Elect directors to hold office for a term expiring not later than the close of the third annual meeting of shareholders following the election. A director not elected for an expressly stated term ceases to hold office at the close of the first annual meeting of shareholders following his or her election.

c) Place before each annual meeting

1) The financial statements for the period that began immediately after the end of the last completed financial year and ended not more than six months before the annual meeting

2) The report of the auditor, if any

3) Any further information respecting the financial position of the corporation and the results of its operations required by the articles, the by-laws or any unanimous shareholder agreement.

4. DISCUSSION

The Board of Directors met on June 26th, 2007 and passed the resolutions in section 1 of this report. They now respectfully request that County Council, representing the sole shareholder of the Corporation endorse their resolutions. A summary of the Goals, Achievements and Highlights of the 2006 year are attached in the form of a Housing Manager and Maintenance Manager report.

5. ANALYSIS AND OPTIONS

2006 and 2007 are years of transition to increased involvement of the Lanark County Finance Department and Great Plains Dynamics.

6. FINANCIAL IMPLICATIONS

The Financial Statements and Auditors report for the year ended December 31, 2006 are attached.

7. LOCAL MUNICIPAL IMPACT

None

8. CONCLUSIONS

None
9. ATTACHMENTS

a. Minutes of the Lanark County Housing Corporation Annual General Meeting
c. 2006 Financial Statements – Lanark County Housing Corporation

Recommended by:  
Mary Lou White  
Acting Director, Social Services

Approved for Submission:  
for: Peter Wagland  
Chief Administrative Officer
MINUTES OF THE LANARK COUNTY HOUSING CORPORATION ANNUAL GENERAL SHAREHOLDER’S MEETING AT 52 ABBOTT ST. N, UNIT 4, SMITHS FALLS TUESDAY, JUNE 26th, 2007

Present                                                                                   Regrets

Dave Bothwell                       Chair                                     Jack Traynor          Member
Laurie Duncan                       Vice-Chair                                Sharon Mousseau  Member
Peter Wagland                       Member                                    
Donna Gourlay                       Member                                    
Helen Leeflang                      Auditor                                    
Tammy Wolters                      County Treasurer                          
Connie Kingston                    Housing Manager                           
Randy Smith                        Maintenance Manager                     
Lynn Lyonnais                       Secretary                                 

PROCEEDINGS

Dave Bothwell, Chair welcomed everyone to the Lanark County Housing Corporation Annual General Shareholder’s Meeting.

AUDITOR’S REPORT

Helen Leeflang representing Howard Allan Chartered Accountant presented the 2006 Financial Statement. Helen Leeflang noted in her report that the LHC now has new banking arrangements with the Bank of Montreal.

At this point the Housing Corporation continues to be a Schedule 2 employer with WSIB, but as recommended from the previous audit, $6,000.00 has been transferred to reserves for that purpose.

The transition to Great Plains computer program has taken place and while all aspects are not yet operational, work is continuing on.
CONNIE KINGSTON, HOUSING MANAGER’S REPORT

The Housing Manager discussed some of the events of 2006. An Administrative Review was undertaken by County Staff on behalf of the Housing Corporation. Changes have been made ensuring support from specialized County staff in areas that require it, such as Finance, Human Resources and IT.


The LCHC took over the management of Settler’s Non-Profit Housing Corp. in June 2006. This is a 36 unit project consisting of 1, 2 and 3 bedroom units.

The LCHC Board of Directors was appointed as the Settler’s Board of Directors. At this time all business of Settler’s is separate from the LCHC, but action is in progress to amalgamate Settler’s into the LCHC.

RANDY SMITH, MAINTENANCE MANAGER’S REPORT

Randy Smith, Maintenance Manager, summarized the capital projects that took place during the year. Randy talked about the vacant units that were worked on and the number of work orders performed by the maintenance staff.

Motions

Moved By: Laurie Duncan  
Seconded By: Peter Wagland

a) THAT, the Lanark County Housing Corporation Board of Directors accepts the 2006 financial statement as presented by Howard Allan, Chartered Accountant.

Moved By: Peter Wagland  
Seconded By: Donna Gourlay

b) THAT, the Lanark County Housing Corporation Board of Directors recommends to County Council to accept the appointment of Howard Allan, Chartered Accountant to complete the 2007 Lanark County Housing Corporation audit.

Moved By: Laurie Duncan  
Seconded By: Donna Gourlay

c) THAT the Lanark County Housing Corporation Board of Directors accepts the Housing Manager’s report as submitted.

Moved By: Peter Wagland
d) **THAT** the Lanark County Housing Corporation Board of Directors defers the appointment of those Directors, whose term expires in 2007, pending the recommendation of the Lanark County Striking Committee in December 2007.

**CARRIED.**

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:40 p.m.

______________________________
Dave Bothwell
Chairperson

______________________________
Connie Kingston
Housing Manager
LANARK COUNTY HOUSING CORPORATION

ANNUAL GENERAL SHAREHOLDER'S MEETING

JUNE 26th, 2007
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1) Lanark County Housing Corporation Organizational Chart
2) History of Lanark County Housing Corporation
3) Mission Statement
4) Lanark County Housing Corporation Annual General Shareholder's Meeting, 2006 Agenda
5) Auditor's Report and Recommendation - H. Allan Chartered Accountant
6) Connie Kingston, Housing Manager's Report
7) Randy Smith, Maintenance Manager's Report
8) 2006 Capital Expenditures
9) Achievements of Goals/Objectives in 2006
10) 2007 Goals for Lanark County Housing Corporation
11) Long Term Goals of Lanark County Housing Corporation
LANARK COUNTY HOUSING CORPORATION ORGANIZATIONAL CHART

BOARD
Dave Bothwell
Chairperson
Laurie Duncan
Vice-Chairperson

Donna Gourlay      Sharon Mousseau       Jack Traynor       Peter Wagland
Member   Member  Member  Member

STAFF
Connie Kingston
Housing Manager
Randy Smith
Maintenance Manager
Cheryl Hough
Project Manager

Lynn Lyonnais       Candace Moss       Nancy Edwards       Julie Gautier
A/P/Payroll/        Applications/Rent    Rent Clerk       Receptionist
Maintenance         Supplement Clerk

Maintenance Staff (Reports to Maintenance Manager, Randy Smith)
Doug Langdon       Barry Benedict       Debra Hull (Smiths Falls)
Jack McIntosh       Scott McGregor      (Carleton Place)
Steve Hannah (Perth) Norm Osadka (Floater)
LANARK COUNTY HOUSING CORPORATION MISSION STATEMENT

Mission Statement:

The mission statement for the Lanark County Housing Corporation is to offer affordable rental housing for our tenants in a clean, safe and healthy environment.

Core Business:

Lanark County Housing Corporation delivers and manages 484 public housing units and 73 private rent supplement units within the County of Lanark. The Housing Corporation has taken on the management of Settler’s Non-Profit Housing Corporation with 36 units.

KEY ACTIVITIES:

1. **Tenant Placement:**
   To ensure that all applicants for rent-geared-to-income (RGI) accommodations are treated equitably and fairly on the Co-ordinated Access Central Wait List. Also, to maintain a close working relationship with Non-Profit Housing Providers within the County, and other agencies that we work with.

2. **Property Management:**
   To maintain our properties in the County to a high standard level to promote good tenant relations and curb appeal. As well, ensure that staff is highly trained on the Residential Tenancies Act, Social Housing Regulations, as well as other policies and procedures within the Corporation, so that all tenant problems are dealt with efficiently and effectively.

3. **Asset Management:**
   To ensure that our properties are maintained through the Capital Budget program and day to day operational maintenance. Also, to maintain an up to date Inventory Control System with the portfolio.

4. **Fiscal Responsibility:**
   To maximize rent revenues and to minimize expenditures within the Corporation's budget.

5. **Human Resources:**
   Management Staff to ensure that all staff is working in an environment free from harassment. Also to encourage staff training for any new computer programs and to maintain a positive morale in the office.
LANARK COUNTY HOUSING CORPORATION

ANNUAL GENERAL SHAREHOLDER'S MEETING FOR 2006

AGENDA

1. Welcome by Board Chairperson Dave Bothwell
2. Introduction of 2006 Board of Directors
3. Auditor's Report and Recommendation - H. Allan Chartered Accountant – Presented by Helen Leeflang
4. Housing Manager's Report - Connie Kingston
5. Maintenance Manager's Report - Randy Smith
6. Motions:
   a) THAT, the Lanark County Housing Corporation Board of Directors accepts the 2006 financial statement as presented by Howard Allan, Chartered Accountant.
   b) THAT, the Lanark County Housing Corporation Board of Directors recommends to County Council to accept the appointment of Howard Allan, Chartered Accountant to complete the 2007 Lanark County Housing Corporation audit.
   c) THAT the Lanark County Housing Corporation Board of Directors accepts the Housing Manager's report as submitted.
   d) THAT the Lanark County Housing Corporation Board of directors defers the appointment of Directors to the Board pending the recommendation of the Lanark County Striking Committee in December 2007.
7. Adjournment
Connie Kingston - Housing Manager’s Report

OVERVIEW OF THE HOUSING CORPORATION

UNITS IN THE HOUSING CORPORATION PORTFOLIO: 484

- Smiths Falls: 232
  - Family Units: 83
  - Adult Units: 149
- Settler’s Non-Profit Housing Corporation: 36
  - Family Units: 27
  - Adult Units: 9
- Carleton Place: 141
  - Family Units: 64
  - Adult Units: 77
- Perth: 83
  - Family Units: 16
  - Adult Units: 67
- Almonte: 28
  - Family Units: 12
  - Adult Units: 16

EMPLOYEES 14+ Summer Students
Summer Students are hired for grounds keepings in Smiths Falls, Carleton Place, Almonte and Perth. We also generally hire three students to run a children’s summer program at our Empress/Sussex project in Smiths Falls.

- ANNUAL PAYROLL - $867,500.00 including benefits
- MUNICIPAL TAXES - Over $586,000.00
- ANNUAL BUDGET - Over $3 million
- CAPITAL PROJECTS - Approximately $400,000.00 into the local economy due to Capital Works projects during the year
- APPLICATIONS - 389 per year
- MOVE IN/MOVE OUTS - Approx. 74
**Randy Smith - Maintenance Manager's Report**

**MAINTENANCE YEAR END REPORT FOR 2006**

### VACANT UNITS

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<th>Location</th>
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<tr>
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### COMPLETED WORK ORDERS

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<td>333</td>
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<tr>
<td>Perth</td>
<td>118</td>
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<tr>
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</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>899</strong></td>
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**2006 CAPITAL BUDGET**

- **Budget:** $435,000.00
- **9 Jobs Completed at a Cost of:** $393,032.00
- **Surplus:** $41,968.00
LONG TERM GOALS OF THE LANARK COUNTY HOUSING CORPORATION

1) We will continue to work with other Housing Providers, Social Agencies to address the needs of our tenants and applicants for the basic human right of safe affordable housing.

2) Support and initiate new housing programs i.e. Housing Allowance Program.

3) Respond to the needs of the area.

4) Edwards Drive property (sewer line) in good shape. On-going talks with Town of Carleton Place regarding takeover of road.

5) The Lanark County Housing Corporation Board determined it is more cost effective to rehabilitate the Jasper Ave. project. A 15 year Capital Plan is now in place.

STRATEGIC PLANNING

1) Keep maintenance at current high standard with respect to operating budget and aging developments.

2) Improve communications with tenants, and build new relationships with tenants and community.

3) Support staff in improving knowledge and skills through education, training and sustain professionalism and team spirit.

4) Continue to maintain current tenant rent arrears and former tenants arrears at an acceptable level.

HISTORY OF LANARK COUNTY HOUSING CORPORATION

On January 1\textsuperscript{st}, 2001, the Lanark County Housing Authority became the Lanark County Housing Corporation, as part of the Province’s overall program to devolve the Social Housing Business to Local municipalities. The first wave of the transfer affected the Local Housing Authority.

The Ontario Housing Corporation has essentially been disbanded. The assets of the OHC were divided among the 47 Service Managers in the Province.

The County of Lanark is now the sole shareholder of the Lanark County Housing Corporation and the largest single provider of housing in the Social Housing Portfolio.

Lanark County Housing Corporation provides property management to 309 single apartment units and 175 family homes spread throughout the County of Lanark.

Our buildings are currently 24-50 years old and constantly require ongoing maintenance, as
well as an extensive capital expenditure program.

Energy conservation and health and safety issues receive high priority. Lanark County Housing Corporation also administers many rent supplement agreements with private landlords for the purpose of subsidizing rents in approximately 75 apartment units. All tenants pay a rent that is geared to their income.

The Lanark County Housing Corporation provides management services for the common wait list known as the Co-ordinated Access Wait List, to all other Housing Providers within the County. This is basically a one-stop access centre for applicants that operate under the legislation of the Social Housing Reform Act 2000 and its regulations. The current wait list manages approximately 432 applications for all Social Housing Providers.

ACHIEVEMENTS OF GOALS/OBJECTIVES IN 2006

1) Support & initiate new housing programs. New Housing Allowance Program (5 yr); 100% utilized. Resulted in a reduction to wait list.

2) Rehabilitation of Jasper Ave. project. 15 Capital Plan in place, work to commence in Spring 2007.

3) Summer Program - Lanark County Housing Corporation had another successful summer program in Smiths Falls. Approximately 40 children from the Empress/Sussex family project attended. The majority of the cost for the program was funded by fund raising achieved by the three summer students.

4) Edwards Drive takeover by the Town of Carleton Place. On going discussions and plans continue.

5) Supporting staff in further education, training, etc. Office staff completed Excel course and some training in Great Plains.

6) Work with other Housing Providers and Social Agencies. The Housing Manager and Project Manager attend various Housing Provider meetings for exchange of information. Staff work closely with OW staff concerning mutual clients.

7) Management of Settler’s Non-Profit Housing Corporation. The Housing Corporation took over management of Settler’s in June 2006. Work has been on going to organize and manage Settler’s as a separate entity from the Housing Corporation.
April 25, 2007

Lanark County Housing Corporation
52 Abbott Street North, Unit 4
Smiths Falls, Ontario
K7A 1W3

Attention:   Connie Kingston
             Tammy Wolters

Dear Connie and Tammy:

Re: Year End Financial Statements

Further to the completion of our audit engagement, we are enclosing copies of the financial statements for the year ending December 31, 2006. We are providing copies of our year end adjusting journal entries which we would ask you to post to your system as may be required. Some of the entries may, in fact, be entries that you were posting to your system while we were doing the field work. Ideally, all entries should be made before our field work begins. Please ensure that the Fund Balances on the trial balance after posting these entries matches the year end financial statements. We understand that the information is now being maintained on Great Plains so we would encourage you to verify the opening fund balances.

During the course of the audit we identified matters that may be of interest to management. The objective of an audit is to obtain reasonable assurance whether the financial statements are free of material misstatement and it is not designed to identify matters that may be of interest to management. Accordingly, an audit would not usually identify all such matters. The comments are not to be taken as criticisms directed at specific personnel of the management, accounting and administrative functions of the Housing Corporation, but rather as comments intended to strengthen the Housing Corporation’s existing system of internal controls.

The purpose of adequate controls is to ensure, as far as practical, the orderly and efficient conduct of the Housing Corporation’s business, including the discharge of statutory responsibilities, for example the safeguarding of assets, prevention and detection of fraud and error, reliability of accounting records and timely preparation of financial information.

Tangible Capital Assets

The Canadian Institute of Chartered Accountants Public Sector Handbook has issued it’s new section called PS 3150 - Tangible Capital Assets. This new section will require capital expenditures to be recognized as assets and amortized over their useful lives.
The requirement will take effect for the Housing Corporation's 2009 financial statements. However, in order to provide meaningful comparative figures on the 2009 audited financial statements, we will need comparative figures for the 2008 financial period. We are commenting on this topic now as we believe the Housing Corporation should prepare a plan to deal with this new Handbook requirement. The new requirement is a major change from the current practice of recording an expenditure in the year a capital asset is purchased. The Housing Corporation is going to have to determine what tangible capital assets it owns, and then determine the cost of the tangible capital asset. Our sense is that the fixed asset general ledger from YARDI will serve as a valuable starting point for determining these values. When the audit of the 2009 financial statements is performed, your auditors will have to be able to verify that the Housing Corporation has identified all of its assets, as well as evaluate the methods used to value the assets in order to ensure it is sound. If these things are unable to be verified, the auditor will not be able to determine whether or not the 2009 financial statements are free from material misstatement. This could result in a qualified audit opinion being attached to the 2009 financial statements. For these reasons we urge you to devise a plan now to manage this project. Due to the magnitude of the change, it would not be unusual to expect that current staff levels may not be able to manage the project without additional assistance. You may wish to review current staffing levels and with the new requirements in mind, determine how much assistance will be required to both undertake and maintain the requirements of the new section.

We are providing the following comments for your consideration on various issues which we noted during the course of our audit work.

**Bank Terms**

We confirm that you have now made new banking arrangements with the Bank of Montreal and the remaining balance in the Royal Bank was transferred on January 9, 2007.

**WSIB**

We confirm that you continue to be a Schedule 2 employer. We noted in the budget a recommended transfer of $6,000 to reserves for this purpose and have provided for that in the financial statements.

**YARDI Dating Problem**

We noted during the year that the YARDI system recognized dates using different formats (i.e., D/M/Y or M/D/Y) which made it difficult to review various reports at specific cut off dates. Given the move to Great Plains this anomaly will no longer be an issue.

**Transition to Great Plains Software**

We understand that all accounting related tasks are now being processed on Great Plains. We acknowledge this transition is a "work in process" and trust that the scope and depth of the data base will be sufficient to provide required statistical reporting information which is an integral part of property management.
Settlers Non-Profit Housing Corporation

We confirm that we have received a copy of the resolution appointing our firm as the auditor of the non-profit housing corporation. We shall await your direction on the timing of this work but we suggest that it should be completed before too long.

We would like to thank you both and your staff for your very kind cooperation during the completion of our audit work. Should you wish to discuss any of these issues with us, please do not hesitate.

LANARK COUNTY HOUSING CORPORATION

FINANCIAL STATEMENTS

DECEMBER 31, 2006

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<th>Page</th>
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<td>Auditors' Report</td>
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<td>Statement of Financial Position</td>
<td>2</td>
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<tr>
<td>Statement of Financial Activities and Fund Balances</td>
<td>3</td>
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<td>Statement of Cash Flows</td>
<td>4</td>
</tr>
<tr>
<td>Notes to the Financial Statements</td>
<td>5</td>
</tr>
</tbody>
</table>


AUDITORS' REPORT

To the Board of Directors' of Lanark County Housing Corporation:

We have audited the statement of financial position of Lanark County Housing Corporation as at December 31, 2006 and the statement of financial activities and fund balances and cash flows for the year then ended. These financial statements are the responsibility of the Corporation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Corporation as at December 31, 2006 and the results of its financial activities and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Allam
Chartered Accountants
Licenced Public Accountants
Perth, Ontario
March 1, 2007.
Lanark County Housing Corporation
Statement of Financial Position

December 31

<table>
<thead>
<tr>
<th></th>
<th>2006</th>
<th>2005</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>321,815</td>
<td>387,311</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>79,213</td>
<td>85,664</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>41,320</td>
<td>36,146</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>442,348</td>
<td>509,121</td>
</tr>
<tr>
<td><strong>Liabilities and Corporate Position</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>256,535</td>
<td>316,547</td>
</tr>
<tr>
<td>Long term debt (note 4)</td>
<td>448,007</td>
<td>482,528</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>703,542</td>
<td>799,075</td>
</tr>
<tr>
<td>Corporate Position</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amounts to be recovered</td>
<td></td>
<td></td>
</tr>
<tr>
<td>From future revenues</td>
<td>(448,007)</td>
<td>(482,528)</td>
</tr>
<tr>
<td><strong>Fund Balances (note 5)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Common shares</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Current fund</td>
<td>55,803</td>
<td>67,564</td>
</tr>
<tr>
<td>Capital fund</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>Reserves</td>
<td>81,000</td>
<td>75,000</td>
</tr>
<tr>
<td><strong>Total Corporate Position</strong></td>
<td>(261,194)</td>
<td>(289,954)</td>
</tr>
<tr>
<td><strong>Total Liabilities and Corporate Position</strong></td>
<td>442,348</td>
<td>509,121</td>
</tr>
</tbody>
</table>

On behalf of the Board:

______________________, Director  ________________________, Director
<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>2006</th>
<th>2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Occupancy revenues</td>
<td>2,009,205</td>
<td>1,963,976</td>
<td>1,940,214</td>
</tr>
<tr>
<td>County/Provincial Funding &gt; assisted rental housing (note 7)</td>
<td>1,368,530</td>
<td>1,366,500</td>
<td>1,294,500</td>
</tr>
<tr>
<td>Program revenue</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strong Communities Rent Supplement Agreements</td>
<td>78,000</td>
<td>74,320</td>
<td>77,460</td>
</tr>
<tr>
<td>Investment income</td>
<td>7,000</td>
<td>18,287</td>
<td>8,712</td>
</tr>
<tr>
<td>Other revenues</td>
<td>35,000</td>
<td>52,192</td>
<td>38,970</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>3,495,735</td>
<td>3,475,257</td>
<td>3,359,856</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current operations</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>36,500</td>
<td>75,852</td>
<td>68,232</td>
</tr>
<tr>
<td>Bad debts</td>
<td>7,000</td>
<td>11,093</td>
<td>18,321</td>
</tr>
<tr>
<td>Heat, hydro and water</td>
<td>840,000</td>
<td>817,499</td>
<td>809,511</td>
</tr>
<tr>
<td>Insurance</td>
<td>53,000</td>
<td>44,767</td>
<td>44,144</td>
</tr>
<tr>
<td>Municipal taxes</td>
<td>587,164</td>
<td>565,871</td>
<td>526,883</td>
</tr>
<tr>
<td>Mortgage interest</td>
<td>24,000</td>
<td>23,619</td>
<td>25,691</td>
</tr>
<tr>
<td>Operating costs</td>
<td>262,000</td>
<td>263,216</td>
<td>269,281</td>
</tr>
<tr>
<td>Professional fees</td>
<td>28,000</td>
<td>12,804</td>
<td>26,697</td>
</tr>
<tr>
<td>Rent supplement and other program costs</td>
<td>367,771</td>
<td>370,613</td>
<td>349,204</td>
</tr>
<tr>
<td>Salaries, wages and benefits</td>
<td>815,300</td>
<td>815,327</td>
<td>796,164</td>
</tr>
<tr>
<td>Travel and communications</td>
<td>29,000</td>
<td>32,605</td>
<td>31,220</td>
</tr>
<tr>
<td><strong>Total Current</strong></td>
<td>3,019,735</td>
<td>3,053,466</td>
<td>2,965,348</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Capital Expenditures</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Property improvement</td>
<td>435,000</td>
<td>393,032</td>
<td>332,496</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>3,454,735</td>
<td>3,446,498</td>
<td>3,297,844</td>
</tr>
</tbody>
</table>

| Net Revenues for the Year                    | 41,000 | 28,759  | 62,012  |

<table>
<thead>
<tr>
<th>Financing and Transfers</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Debt principal repayments</td>
<td>(36,000)</td>
<td>(34,520)</td>
<td>(32,656)</td>
</tr>
</tbody>
</table>

| (Decrease) Increase in Fund Balances         | 6,000  | (5,761) | 29,356  |

The accompanying notes are an integral part of these financial statements.
For the year ended December 31

Cash Flows Provided From:

Operating Activities
Net revenue for the year

Net Change in Non-Cash Working Capital
Balances Related to Operations
Decrease (increase) in accounts receivable
(Increase) decrease in prepaid expenses
Increase (decrease) in accounts payable and accrued liabilities

Financing Activities
Long term debt repayment

Net Change in Cash and Equivalents

Opening Cash and Equivalents

Closing Cash and Equivalents

Supplemental Cash Flow Information
Interest received

The accompanying notes are an integral part of these financial statements.
Lanark County Housing Corporation
Notes to the Financial Statements

December 31, 2006

Purpose of Organization

Lanark County Housing Corporation, a government business enterprise wholly owned by the Corporation of the County of Lanark, manages 484 rent geared to income units in the Towns of Smiths Falls, Carleton Place, Perth, and Almonte. In addition, it has agreements with private market landlords to subsidize rent for an additional 76 units. Units are available for families and adults. The corporation conducts its operations in accordance with the operating framework set out in Part VI of the Social Housing Report Act, 2002 and its associated regulations.

1. Significant Accounting Policies

The financial statements of Lanark County Housing Corporation are prepared by management in accordance with Canadian generally accepted accounting principles for organizations operating in the local government sector as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the Corporation are as follows:

(a) Revenues and Expenditures

Revenues and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Capital Expenditures

Capital expenditures are reported on the statement of financial activities in the period incurred.

(c) Reserves

Reserves for future expenditures and contingencies are established as required using estimates of management. Increases or decreases in these reserves are made by appropriations from or to operations.

(d) Deferred Revenue

Deferred revenue represents funding received during the year for budgeted capital projects which were not completed at the end of the year. These amounts will be recognized in the fiscal year the expenditures are made.

(e) Property, Plant and Equipment

Real property and moveable assets are recorded at zero value which is the value at which they were transferred pursuant to OHC devolution.

As prescribed in the Operating Agreements, costs incurred to modernize or improve existing rental properties, which have the effect of extending the useful life of the property or increasing its value, are
December 31, 2006

Notes to the

1. Significant Accounting Policies / continued

(f) Charges for Long Term Debt

Long term debt retirement costs including principal and interest on charged to operations in the year in which they are payable. Interest charged from the date of the latest interest payment to the end of the financial

(g) Financial Instruments

Financial instruments include cash accounts receivable, accounts payable. Unless otherwise noted it is managed opinion that the Authority has no interest, currency or credit risks arising from these financial instruments.

(h) Use of Estimates

The preparation of financial statements in conformity with Canadian GAAP principles requires management to make estimates and assumptions that of assets and liabilities and disclosure of contingent assets and liabilities, statements, and the reported amounts of revenues and expenditures could differ from these estimates.

2. Summary of Property Holdings

The properties owned and managed by the corporation include the following:

<table>
<thead>
<tr>
<th>Location</th>
<th>Number of Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town of Almonte</td>
<td></td>
</tr>
<tr>
<td>176 Robert Street</td>
<td>16</td>
</tr>
<tr>
<td>Victoria/St. James</td>
<td>12</td>
</tr>
<tr>
<td>Total Town of Almonte</td>
<td>28</td>
</tr>
<tr>
<td>Town of Carleton Place</td>
<td></td>
</tr>
<tr>
<td>126 Sussex Street</td>
<td>40</td>
</tr>
<tr>
<td>171 Munro Street</td>
<td>7</td>
</tr>
<tr>
<td>252 Moffatt Street</td>
<td>30</td>
</tr>
<tr>
<td>112-143 Caldwell Street</td>
<td>16</td>
</tr>
<tr>
<td>144-180 Caldwell Street</td>
<td>10</td>
</tr>
<tr>
<td>Joseph/Edwards/Pattie</td>
<td>36</td>
</tr>
<tr>
<td>404/406 Pattie Drive</td>
<td>2</td>
</tr>
<tr>
<td>Total Town of Carleton Place</td>
<td>141</td>
</tr>
</tbody>
</table>
2. Summary of Property Holdings / continued

<table>
<thead>
<tr>
<th>Location</th>
<th>Number of Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Town of Perth</strong></td>
<td></td>
</tr>
<tr>
<td>77 Harvey Street</td>
<td>30</td>
</tr>
<tr>
<td>75 Harvey Street</td>
<td>27</td>
</tr>
<tr>
<td>16 Herriott Street</td>
<td>14</td>
</tr>
<tr>
<td>Beckwith/Robinson</td>
<td>1</td>
</tr>
<tr>
<td>10 Welland</td>
<td>1</td>
</tr>
<tr>
<td>4 Railway</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Town of Perth</strong></td>
<td>83</td>
</tr>
<tr>
<td><strong>Town of Smiths Falls</strong></td>
<td></td>
</tr>
<tr>
<td>24 Bourke Street</td>
<td>45</td>
</tr>
<tr>
<td>30 McGill Street South</td>
<td>15</td>
</tr>
<tr>
<td>43-47 Empress Street</td>
<td>20</td>
</tr>
<tr>
<td>195 Carss Avenue</td>
<td>25</td>
</tr>
<tr>
<td>Sussex/42 Empress</td>
<td>24</td>
</tr>
<tr>
<td>Thurber/Lanark</td>
<td>9</td>
</tr>
<tr>
<td>Empress/Anne</td>
<td>6</td>
</tr>
<tr>
<td>46 Bell Street</td>
<td>64</td>
</tr>
<tr>
<td>Jasper/Beech/Cass</td>
<td>24</td>
</tr>
<tr>
<td><strong>Total Town of Smiths Falls</strong></td>
<td>232</td>
</tr>
<tr>
<td><strong>Total Units in Portfolio</strong></td>
<td>484</td>
</tr>
</tbody>
</table>

3. Pension Agreements

The corporation makes contributions to the Ontario Municipal Employees Retirement System (OMERS), a multi-employer plan, on behalf of all permanent and full-time members of the plan. The amount contributed to OMERS was based on length of service and rates of pay. The amount contributed to OMERS was included as an expenditure on the Statement of Operations.

4. Long Term Debt

Scotia Mortgage Corporation (5.189%), repayable in blended monthly installments of $4,874.00, secured by property located at 75-77 Harvey Street, Perth, due September 1, 2014.

Less: current portion of long term debt
December 31, 2006

4. Long Term Debt / continued

Principal payments falls due as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007</td>
<td>38,300</td>
</tr>
<tr>
<td>2008</td>
<td>40,200</td>
</tr>
<tr>
<td>2009</td>
<td>42,400</td>
</tr>
<tr>
<td>2010</td>
<td>44,600</td>
</tr>
<tr>
<td>2011 and thereafter</td>
<td>282,507</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>448,007</strong></td>
</tr>
</tbody>
</table>

5. Fund Balances

Corporate fund balances are comprised of the following:

<table>
<thead>
<tr>
<th>Description</th>
<th>2006</th>
<th>2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>For general reduction of operating expense</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Fund</td>
<td>55,803</td>
<td>67,564</td>
</tr>
<tr>
<td>For acquisition of capital assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Fund</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>Reserves</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Working capital</td>
<td>75,000</td>
<td>75,000</td>
</tr>
<tr>
<td>WSIB</td>
<td>6,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total Fund Balances</strong></td>
<td><strong>186,803</strong></td>
<td><strong>192,564</strong></td>
</tr>
</tbody>
</table>

6. Debentures

Annual debenture payments of $603,000 are made with respect to the property holdings. The principal amount of these debentures is approximately $5,958,400. The service manager, the County of Lanark, withholds the payment from its funding received from both the Federal and Provincial governments.
Lanark County Housing Corporation
Notes to the Financial Statements

December 31, 2006

7. County/Provincial Funding

During the year funds in the amount of $1,366,500 (2005 $1,294,500) were advanced from the County of Lanark.

8. Budget Amounts

Under Canadian generally accepted accounting principles, budget amounts are to be reported on the statement of financial activities for comparative purposes. The 2006 budget amounts for Lanark County Housing Corporation were adopted by Lanark County Housing Corporation's Board on March 28, 2007. The budget figures are unaudited.
LANARK COUNTY HOUSING CORPORATION REQUEST FOR 2007 CAPITAL FUNDS

1. STAFF RECOMMENDATION

It is recommended

“THAT, Lanark County Housing Corporation be authorized to increase their 2007 capital budget by a maximum of $69,000;

AND THAT, the increased funds be allocated for replacement of asphalt shingle roofs and waterproofing foundations in the Jasper Avenue Project;

AND THAT, the increase be funded from the Delivering Opportunities to Ontario Renters for this purpose approved by Lanark County Council in June 2007.

AND THAT, the Treasurer be authorized to transfer these funds from the DOOR reserve to finance these expenditures.

2. PURPOSE

The purpose of this report is to request authorization for Lanark County Housing Corporation to increase their 2007 Capital Budget using funds received from the Province of Ontario in 2007 under the Delivering Opportunities for Ontario Renters (DOOR) funds.

3. BACKGROUND

Motion # CS-2007-68, approved by Community Services Committee in June 2007 stated, in part:

“An amount of $660,000 be allocated for repairs and renovations to the Lanark County Housing Corporation (LCHC) Jasper Avenue project in addition to the $85,000 DOOR funding committed to LCHC capital repair in the 2007 County budget. The repairs are to be scheduled over a five year period.”

A special meeting of the LCHC Board of Directors was held on July 19, 2007 where the following motion was passed:
MOVED BY: Jack Traynor
SECONDED BY: Donna Gourlay

"THAT, the Lanark County Housing Corporation Board of Directors recommends to County Council to release DOOR funding to the Housing Corporation for the Jasper Avenue project as per the time schedule attached."

4. DISCUSSION

The maintenance manager, Randy Smith, submitted a memo to the LCHC Board of Directors outlining a plan to revitalize the Jasper Avenue Project between 2007 and 2012 using DOOR funding. (Attachment # 1) An accelerated time frame for completion of repairs will save both money and inconvenience. He requested that funds be released from the reserve created using DOOR funding received from the Province of Ontario.

5. ANALYSIS AND OPTIONS

Additional funding in 2007 would be used to complete the roofing repairs and one extra foundation. It is advantageous to complete an even number of foundations as the units have shared driveways and lawn areas. The number can be increased to 4 if the additional funding is approved.

The LCHC Board of Directors has approved the budget change.

6. FINANCIAL IMPLICATIONS

County Council has approved the creation of a reserve in the amount of $745,000 to be used over a five year period for repairs to the Jasper Avenue Project. This request is for $69,000 of the reserve to be released in 2007 budget year as $85,000 has already been included in budget.

7. LOCAL MUNICIPAL IMPACT

None

8. CONCLUSIONS

The recommendation of the LCHC Board of Directors should be accepted and the 2007 Capital Budget of the LCHC be increased by $69,000 and it is recommended that the Treasurer be authorized to transfer $69,000 from the DOOR reserve fund to finance this increase.
9. ATTACHMENTS

1) June 29, 2007 memo to LCHC Board or Directors from Randy Smith.

Recommended by: 

Mary Lou White
Acting Director, Social Services

Approved for Submission:

Peter Wagland
Chief Administrative Officer
As discussed at the June 26, 2007 Board Meeting, the County of Lanark has placed $745,000 in reserves to rehabilitate the Jasper Ave. Project. The $745,000 consists of $660,000 Door Funding and the $85,000 currently in the 2007 Capital Budget. (see enclosed Community Services Committee Report # SS-19-2007 item 1.1)

The $660,000 Door Funding is to be released in 2008 and spent over a 5 year period.

I am now requesting that $69,000 from the Door Funding be released for use in 2007.

Currently the $85,000 in Capital Funding for 2007 is allocated for waterproofing 3 foundations ($60,000) and replacing asphalt shingles on 5 units ($17,500). The balance of the funds $7,500 is for consultant fees in case of structural problems and extra costs for foundation repairs prior to waterproofing.

The reason I am requesting additional funds is that the asphalt shingles have deteriorated faster than anticipated. The $69,000 would enable us to re-shingle 14 roofs ($49,000) thus completing the roofing for this project, $20,000 would be used to complete one extra foundation. This would be of great advantage as the units have shared driveways and completing 4 units instead of 3 would prevent the asphalt paving and sodding being done in 2 stages, because of the shared driveways and lawn area.

This would represent an investment of $154,000 for 2007.
With approval I would now hope to utilize the Door Funding as follows:

2007  -asphalt shingle roofs
       -Waterproof 4 foundations $154,000

2008 –Waterproof 10 foundations  200,000

2009  -Waterproof 10 foundations  200,000

2010 –replace windows 4 units  32,000
       - install exterior insulation 4 units  40,000
       and finish system (EIFS)

2011  -replace windows 4 units  32,000
       -install E.I.F.S 4 units  40,000

2012 – Replace windows 6 units  47,000

**TOTAL $745,000**

To complete the restoration, starting in 2013 approximately $300,000 will have to be funded from our annual capital budget. This figure may vary up or down depending on actual pricing.

In order to proceed with this capital plan I require a motion be passed requesting additional funding of $69,000 be taken out of reserves and added to the 2007 capital plan to rehabilitate Jasper Ave., Smiths Falls.

This accelerated time frame will definitely save the Housing Corporation money and will reduce the inconvenience of years of construction for the tenants and the homeowners in the area.
THE COUNTY OF LANARK

COMMUNITY SERVICES COMMITTEE
August 15, 2007

Report #SS-25-2007 of the
Director, Social Services

ADDITIONAL HOUSING ALLOWANCE/RENT SUPPLEMENT UNITS

1. STAFF RECOMMENDATION

It is recommended

“THAT, the Housing Allowance/Rent Supplement program currently administered by the Lanark County Housing Corporation be increased by ten units, effective in 2007 ”

2. PURPOSE

The purpose of this report is to relay to Community Services Committee the recommendation of the Affordable Housing Steering Committee regarding ten additional units of Housing Allowance/Rent Supplement awarded to Lanark County in June 2007.

3. BACKGROUND

Report # SS-04-2006 presented to Community Services in February 2006 outlined the details of the Canada-Ontario Affordable Housing Program – Housing Allowance component.

The County of Lanark was awarded $312,000 to provide 20 units of Housing Allowance for a five year period.

Lanark County Council approved Housing Policy # 2006-25 to govern the implementation and administration of the program.

In June 2007, the Ministry of Municipal Affairs and Housing awarded $156,000 to provide an additional ten units of Housing Allowance/Rent Supplement.

4. DISCUSSION

The Lanark County Housing Corporation has been administering the Housing Allowance Rent Supplement program since May 2006. All twenty units of the original allocation are in use.
5. **ANALYSIS AND OPTIONS**

The Housing Allowance/Rent Supplement Program has had a positive effect on the Social Housing Registry Wait List. The Housing Service Providers approve of the program and recommended the program be expanded through the use of Delivering Opportunities for Ontario Renters (DOOR) funding.

There is a five year limit on Affordable Housing Program Funding. The deadline for negotiating new agreements with landlords is March 31, 2008 and the deadline for expenditures is March 31, 2013.

Many of the Housing Allowance/Rent Supplement clients will require housing in alternative subsidized units when the five year funding expires.

6. **FINANCIAL IMPLICATIONS**

The Province of Ontario will provide $156,000 to subsidize ten units for five years at an average cost of $260 per month.

7. **LOCAL MUNICIPAL IMPACT**

None

8. **CONCLUSIONS**

The current Housing Allowance/Rent Supplement Program should be expanded by ten units as soon as possible.

9. **ATTACHMENTS**

1) June 5, 2007 Ministry of Municipal Affairs and Housing letter to Warden Lunney.

---

**Recommended by:**

Mary Lou White  
Acting Director, Social Services

**Approved for Submission:**

Peter Wagland  
Chief Administrative Officer
June 5, 2007

Mr. J. Al Lunney
Warden
County of Lanark
County Administration Building
Box 37
99 Christie Lake Road
Perth ON K7H 3E2

Dear Warden Lunney:

Re: County of Lanark, 10 additional units
Affordable Housing Program (AHP) – Housing Allowance / Rent Supplement

I would like to thank you for your continued participation in the Housing Allowance / Rent Supplement component of the Canada-Ontario Affordable Housing Program. Under this program, the County of Lanark was initially approved for $312,000 for a total of 20 units.

To date, the County of Lanark has used this funding to provide much-needed rent supplements to low-income households in your area. Based on your request for additional AHP Housing Allowance / Rent Supplement funding and your performance to date, I am pleased to inform you that the County of Lanark has been allocated an additional $156,000 for 10 additional units.

Our joint efforts will provide affordable housing in your community. I am confident that the County of Lanark’s successes under the Housing Allowance / Rent Supplement component will continue under this additional allocation.

Thank you once again for the County of Lanark’s participation in the AHP’s Housing Allowance / Rent Supplement component. Our government looks forward to our continued collaboration under the new AHP.

Sincerely,

John Gerretsen
Minister

The Honourable Leona Dombrowsky, MPP, Hastings–Frontenac–Lennox and Addington
Mr. Norman Sterling, MPP, Lanark–Carleton
Mr. Gerry Haughian, Director of Social Services, County of Lanark
Ms. Sandy Grey, Social Housing Manager, County of Lanark

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THE COUNTY OF LANARK

COMMUNITY SERVICES COMMITTEE
August 15, 2007

Report #SS-26-2007 of the
Director, Social Services

AFFORDABLE HOUSING PROGRAM RENTAL & SUPPORTIVE COMPONENT UPDATE

1. STAFF RECOMMENDATION

It is recommended

“THAT, a revised Request for Proposal for Affordable Housing be issued in October 2007 if a satisfactory agreement with the Mills Community Support Corporation for the provision of Affordable Housing is not executed by August 29, 2007.

2. PURPOSE

The purpose of this report is to follow up on a previous motion regarding the award of Affordable Housing –Rental & Supportive component units to the Mills Community Support Corporation. Motion CC-2007-151 was deferred to August County Council meeting for a decision.

3. BACKGROUND

Report # SS-20-2007 to Community Services, in June 2007, outlined the history of the Affordable Housing Program Rental & Supportive Component in Lanark County.

The Mills Community Support Corporation (The Mills) has requested that Lanark County agree to retain the funding allocation for the Mills for one year in order for them to secure the necessary funding to proceed with all elements of the continuing care residence they are proposing to build.

At the June 23, 2007 meeting County Council adopted a motion to defer the selection of the successful bidder until August 2007.

4. DISCUSSION

The Canada-Ontario Affordable Housing Program deadlines are:

August 31, 2007 – Deadline for Wave 1 Contribution Agreements
March 31, 2009 – Deadline for Wave 1 Funding Commitments
March 31, 2010 – Deadline for Wave 1 Funding Expenditures
A letter has been submitted to the Ministry of Municipal Affairs and Housing requesting that the August 31, 2007 deadline be extended for Lanark County due to extenuating circumstances.

The Mills Community Support Corporation were notified of County Councils’ decision regarding several issues pertaining to their proposal. It is now up to the Mills Board of Directors to decide whether or not to proceed with their proposed project.

5. ANALYSIS AND OPTIONS

In order to meet the Provincial and Federal deadlines for use of funding under the Canada-Ontario Affordable Housing Program potential proponents should be selected by January 31, 2008.

If it becomes necessary to re-issue a Request for Proposal (RFP) to find an alternative proponent to provide Affordable Housing, the RFP should be available by October 31, 2007. A closing date of December 31, 2007 would allow for evaluation of bids and recommendations for selection of successful proponent at the January 2008 County Council meeting.

This timeline would allow a successful proponent fourteen months to obtain necessary approvals and finalize their plans and a total of twenty six months from award of funding to completion of construction. This is an absolute minimum amount of time to complete the necessary requirements. This time frame may not be adequate for larger scale or more complicated proposals, such as those requiring environmental rehabilitation.

6. FINANCIAL IMPLICATIONS

Federal and Provincial funding totalling $1.05 has been offered for the construction of fifteen units of Affordable Housing. If a suitable project cannot be constructed by March 31, 2010, the funding will no longer be available to the County.

7. LOCAL MUNICIPAL IMPACT

None

8. CONCLUSIONS

The Mills Community Support Corporation were the successful bidders for the February 2007 Request for Proposal for Affordable Housing. A revised Request for Proposal for fifteen units of Affordable Housing should be issued in October 2007 if a satisfactory agreement cannot be reached with the Mills Community Support Corporation by August 29, 2007.

9. ATTACHMENTS

None
Recommended by:

Mary Lou White
Acting Director, Social Services

Approved for Submission:

for: Peter Wagland
Chief Administrative Officer
THE COUNTY OF LANARK

COMMUNITY SERVICES COMMITTEE
August 15, 2007

Report #SS -27-2007 of the
Director, Social Services

2007 CAPITAL REPAIR REQUESTS – NON PROFIT HOUSING PROVIDERS

1. STAFF RECOMMENDATION

It is recommended

“THAT, The Mills Community Support Corporation be authorized to proceed with required capital repairs to the Norton Street Housing project in 2007 budget year;

AND THAT, upon completion of the required repairs, The Corporation of the County of Lanark will reimburse a maximum of $153,360, which represents 90% of their request, to Mills Community Support Corporation

AND THAT, Tayside Community and Residential Support Options be authorized to proceed with required capital repairs to the Tayside Housing project in 2007 or 2008 budget year,

AND THAT, upon completion of the required repairs, The Corporation of the County of Lanark will reimburse a maximum of $45,000, which represents 90% of their minimum request to Tayside Community and Residential Support Options

AND THAT, the funds be allocated from the Delivering Opportunities for Ontario Renters – Non Profit Capital Repair allotment approved by Council in June 2007.

AND THAT, the Treasurer be authorized to transfer these funds from the DOOR reserve funds to finance this budget increase.”

2. PURPOSE

The purpose of this report is to request approval for 2007 expenditure of Delivering Opportunities for Ontario Renters (DOOR) funds.

3. BACKGROUND

Lanark County received an allocation of $1.845 million from the Province of Ontario under the Delivering Opportunities for Ontario Renters (DOOR) funding program. At the June 27, 2007, County Council approved an amount of $200,000 to create a Reserve Fund for repairs to Non Profit Housing Projects.
Lanark County Housing Policy # 16 outlines the procedure Non Profit Housing Providers follow to submit a request for additional funding. The Mills Community Support Corporation (The Mills) and Tayside Community Residential and Support Options (Tayside) have submitted business cases requesting additional funding for the cost of capital repairs to their projects. The Mills are requesting funding for their Norton Street project while Tayside is requesting funding for their Rogers Road project. The business cases are attached to this report.

4. DISCUSSION

The Norton Street Housing Project, located in Almonte consists of twelve (12) units constructed in 1978 under a Federal Government program. The County of Lanark does not provide any operational funding for this project, however all twelve units are subsidized as Rent-Geared-to-Income.

The Mills has commissioned an engineering audit on current deficiencies which estimated that the cost of required repairs is $198,500. The current capital reserve fund for the project is $56,238. The Mills Board of Directors has authorized half of their current reserve to be spent on urgent repairs, leaving a shortfall of $170,400. The Mills submitted a business case requesting that the County provide $170,400.

Tayside Housing project, located at 31 Rogers Rd, Perth consists of 18 Townhouse style units constructed in 1992. The County of Lanark provides annual operating subsidy for this project. For the period April 2007-March 2008 the subsidy is $157,475. This amount includes a contribution of $11,019. to capital reserve and Rent-Geared-to-Income subsidy for all 18 units.

Tayside estimates that the Rogers Road project requires capital repairs totaling $200,130 and is requesting that Lanark County provide an amount up to $108,774.58. The current balance of the Tayside Capital Reserve Fund is $91,355.42.

5. ANALYSIS AND OPTIONS

The estimated cost of repairs to the exterior of the Norton St. buildings is $41,500 and includes work related to safety and structural issues. The interior work planned reflects standard renewal requirements for a thirty year old building, such as kitchen, bathroom and furnace replacements.

Norton St project represents some of the oldest housing stock in the housing portfolio administered by Lanark County. It was originally funded under a program offered by the Federal Government and now the only source of revenue for this project is the rent collected. This differs from the bulk of the Housing portfolio which was formerly funded by the Provincial government and now receives operational funding from the County of Lanark.

Tayside commissioned an engineering audit of their property in 2004. It identified a need to replace flooring, windows, doors, closet doors, furnaces, appliances and to complete exterior painting and caulking. Flooring, windows and doors are considered
urgent need, while the rest may be completed in stages.

The Service Manager Housing Network (SMHN) and the Ontario Non Profit Housing Corporation (ONPHA) have both identified the inadequate capital reserve funds of housing projects as an important issue for all Service Managers in the future. Aging housing stock will require major infusions of capital over the next twenty years, depleting the established reserves.

6. FINANCIAL IMPLICATIONS

A reserve fund of $200,000 has been established for the eight non profit housing providers. This request is for $198,360, which is not in the budget.

7. LOCAL MUNICIPAL IMPACT

None

8. CONCLUSIONS

The Mills Community Support Corporation requires additional funding for renovations/repairs to the Norton Street Housing Project. Tayside Community Residential Support Options require additional funding for renovations/repairs to their Rogers Road Project. The repairs should be funded in 2007 from the Delivering Opportunities for Ontario Renters funds allocated for capital repairs to Non Profit Housing Projects and authorize an increase in the budget and finance from the reserve.

9. ATTACHMENTS

a. Mills Community Support Corporation Request for Additional Funding.
b. Tayside Community Residential & Support Options Request for Additional Funding

Recommended by:

Mary Lou White
Acting Director, Social Services

Approved for Submission:

Peter Wagland
Chief Administrative Officer
**Section 1: Identification**

**Housing Provider:** Mills Community Support Corporation

**Address:** 14 Bridge Street, Almonte, Ontario, K0A 1A0.

**Project(s) for which additional funds are required:**

**Repairs and renovations of the Norton Street Housing Project.** This project consists of six duplex buildings for a total of 12 housing units on Norton Street in Almonte. All six buildings were constructed in 1978 so are almost 30 years old. Three of the buildings have two stories plus full basements while the other three are ranch style duplexes with the lower floor partially below grade. All 12 units have an adjacent asphalt driveway and a fenced back yard.

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**Section 2: Summary of Request**

Provide concise summary of request:

The Mills Community Support Corporation is requesting $170,400 in funding assistance in 2007. A recent engineering audit on the Norton Street complex concluded that to maintain an acceptable housing standard and to prevent further deterioration in these aging structures, an immediate investment of $198,500.00 is required. The Mills currently has only $56,238 in its reserves for these buildings and its board of directors has authorized $28,100 (50%) to be spent on some of the most critical repairs. The Mills also requests that the County give urgent consideration to increasing the annual reserve allowance for Norton Street. The current $5,000 allowance has not been changed for the past 12 years and is clearly inadequate, especially for 30 year-old buildings.

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**Section 3: Historical review**

Describe factors which contributed to funding shortfall:

The project was constructed in 1978 and as it approaches thirty years of age there is an escalating requirement for repairs and replacements. In addition to the external repairs needed to maintain the structural integrity of the buildings, internal Items such as furnaces, kitchens and bathrooms all seem to be reaching their “best before” date at the same time.
The Mills has been carrying out some replacements (e.g. furnaces) over the past several years to the extent that funding has permitted such action, but available funds are totally inadequate to cope with the escalating needs.

This is not an unforeseen problem. The Mills had a comprehensive engineering study undertaken in 2002 for all of its housing properties to assess the probable maintenance challenges over the next 30 years and the adequacy of the reserve allowance provided by the County. (Technical Audit and Reserve Fund Study, Buchan, Lawton, Parent Ltd., November 2002.) In all cases the reserve allowance was deemed inadequate for the maintenance of the structures, but this was particularly the case of the aging Norton Street Project and its $5,000/year reserve allowance (see Appendix A). A copy of this report was provided to County staff along with a request for an increased reserve allowance for the Norton Street buildings. The Mills was advised that other housing providers would be asked to undertake similar assessments after which a decision on the request would be made. No such decision has been forthcoming and The Mills continues to try to maintain the structures with the $5,000 annual allowance supplemented by savings achieved in its operating budget. That level of reserve allowance has not changed since 1995 when the CMHC increased it from $3,000.

When advised of the possible availability of “DOOR” funding in 2007 The Mills requested its consultants to do another inspection of the Norton Street units and to update its 2002 assessment in terms of the immediate needs of those units. This new assessment is attached as Appendix B hereto and forms the basis of this request for funding assistance.

The Mills continues to believe that the maintenance of an acceptable standard in our housing units is the most provident and economical course of action over the long term. Thus this request for additional support.
Section 4: Budgetary Details

Provide detailed financial information supporting funding requirement:

As noted above, Appendix B contains the consultant’s estimated repair and maintenance costs for the Norton Street units. They recommend an immediate investment of $198,500 in 2007 and smaller amounts in the following four years (all in 2007 dollars). The required immediate investment can be broken down into external and interior needs:

1) External investments needed in 2007:
   - Contingency for Parging & Foundation Repairs $6,000
   - Contingency for Minor Brick Repairs $3,500
   - Contingency for Wood Siding Repairs $2,500
   - Contingency to Repair Stucco $2,500
   - Replace concrete landings $9,000
   - Replace precast steps $6,000
   - Replacing caulking $12,000

2) Interior investments needed in 2007:
   - Paint walls and ceilings $4,000
   - Contingency to repair/replace flooring $3,500
   - Renovate remaining original Kitchens & Bathrooms $100,000
   - Replace remaining original furnaces $20,000
   - Resurface asphalt driveways $28,000

The Mills will use 50% of its existing reserves to address some of the external needs that pose either a safety or structural danger (steps and caulking, for example) but that leaves the majority of the needs unanswered. Thus the request to the County for financial assistance of $170,400 in this fiscal year. In addition we ask that the County give immediate and urgent consideration of the need to increase the annual reserve allowance for these units. The total living space they provide is 16,716 square feet. An annual reserve allowance of less than 30 cents a square foot is hardly adequate, especially given the age of the structures.
Section 5: Options
Outline all potential methods of alleviating funding shortfall:

The required maintenance work is real and cannot be addressed properly by action other than the meeting the funding shortfall. Exterior work relates to safety and structural issues while the internal needs relate to adequate heating and renovation of 30 year-old kitchens and bathrooms. Only the timing of the requested funding opens up the possibility of other options. For example, the exterior work and the replacement of the remaining old furnaces could be funded this year ($61,500) along with the kitchen and bathrooms in four of the twelve units ($33,300) with the balance of the interior work done in the following year providing funds are earmarked for that purpose. In this regard it must be noted that our consultants project total new expenditures of $23,000 in those two years, $13,000 more than the existing annual reserve allowance in that period. This illustrates the urgency of addressing the adequacy of the reserve allowances, not just the immediate repairs.

Section 6: Recommendations

Describe the preferred option giving details of its superiority:

The Mills recommends that, given the uncertainty of future funding for housing repair and maintenance, that the County allocates $170,400 of the “DOOR” funds for repairs and renovations at our twelve Norton Street units. This is the only way that any degree of assurance can be given that the work identified by our consultants (on two occasions) can be actually carried out. These funds might be expensed over a two-year period; however a firm allocation at this time is necessary if these units are to be returned to an acceptable state of repair. This preferred option also includes a willingness by the County to assess the adequacy of the annual reserve allowance afforded these housing units.

Section 7: Follow Up Actions

Include Action Plan for monitoring implementation, ongoing requirements, detailing lead responsibility for each action:

No matter what action is taken by the County The Mills will proceed immediately to direct 50% of its existing Norton Street reserve towards the correction of the most urgent of the exterior structural and safety concerns. (To allocate a higher percentage of a “reserve” would not be a prudent course of action given the uncertainty associated with possible storm and other “Acts of God” damage to the structures.) If County funding is forthcoming our housing staff will prepare an appropriate schedule of work and issue tender calls. That staff and the Property Committee of the Board of Directors will monitor as aspects of the resultant work program. We will also continue to have periodic updates prepared by our consultants regarding future repair and replacement needs.
Request for Additional Funding: Social Housing
Provider

By

Tayside Community Residential and Support Options

Submitted to Lanark County
July 31, 2007
Housing Provider:
Tayside Community Residential and Support Options

Mailing Address:     Social Housing Location:
100 Wilson Street East.    31 Rogers Road
P.O. Box 707.     Perth, Ontario
Perth, Ontario
K7H 3K5

Contact Person:
Dave Hagerman
Executive Director
613- 264-0953 x 102
dhagerman@tayside.ca

This request is related to the 18 Units of social housing located at 31 Rogers Road in Perth, Ontario. All the housing at 31 Rogers Road is composed of RGI units.

Summary of Current Needs

The list below outlines the current needs of the housing to maintain the physical condition at acceptable levels.

Replacement of Flooring ............................... 52,800
Window replacement ..................................... 70,400
Exterior Doors ............................................ 23,100
Exterior Painting and Caulking .........................12,650
Interior Closet Doors .................................. 17,600
Furnaces ................................................. 14,230
Appliances .................................................. 9,350

** Estimates from “Building Assessment and Reserve Fund Study” (2004)

Total ...................................................... 200,130

Current balance of Capital Reserve Fund ................. 91,355.42
Historical Review

The current Provincial benchmark funding formula does not provide enough funding to provide ongoing and necessary repairs and maintenance. As of March 2007 Tayside's housing portfolio displayed a $15,641 operating deficit. This was a continuation of the situation that occurred in 2006 where the housing portfolio displayed an operating deficit of $4,437. The Building Condition Assessment and Reserve Fund Study conducted by Laviolette Engineering in 2004 indicated the capital requirements of this development projected to the year 2025. With the current rate of capital reserve allocations allowed by the benchmark process ($10,736) Tayside would accumulate a debt of approximately $500,000 by the year 2025 just to maintain the housing at an acceptable level as indicated by the Laviolette study. The organization thus needs additional allocations of capital funding from time to time just to keep the physical state of the housing at acceptable levels.

If this funding is not provided the housing stock will continue to deteriorate and the organization will continue to accumulate deficits.

Funding Options

These social housing units are all RGI units so there is no opportunity to secure additional revenues from rental income. The operating budget is already in a deficit situation therefore opportunities to fund the needed repairs through the operating budget are also limited.

Recommendations and Request

_Tayside Community Residential and Support Options_ is requesting from the County of Lanark an amount up to $108,774.58. However, much of this work could be accomplished in stages. The work that is considered urgent is the flooring, windows, exterior doors and the closet doors ($163,900). A minimum grant of $50,000 to $60,000, combined with the resources in our reserve fund should deal with the immediate problems this housing provider faces.
0.5 FTE ADULT PROTECTIVE SERVICES WORKER – RIDEAU REGIONAL CENTRE TRANSITION

1. STAFF RECOMMENDATION

It is recommended:

“THAT, Community Services Committee recommend to County Council that a permanent half time position called Adult Protective Services Worker (APSW) with Long Term Care Outreach duties be created for the Fiscal Year 2007-2008.”

2. PURPOSE

The purpose of this report is to seek Council approval for this 100% funded position.

3. BACKGROUND

The Ministry of Community and Social services has indicated that the County of Lanark, Adult Protective Services program is well positioned to provide Case Management Supports to designated individuals transitioning from Rideau Regional Centre to a Long Term Care facility in Lanark County.

4. DISCUSSION

Individuals moving to Long Term Care facilities will require supports for medical appointments, participation in community events, etc. The Adult Protective Service Worker will work closely with the family, Long Term Care medical and recreation staff to co-ordinate and assist in these duties. Secondarily, the Adult Protective Service Worker would also provide supports to community clients waiting for services. There are currently 3 individuals transitioning to Long Term Care in Lanark County. The Ministry of Community & Social Services will fund $20,000 per individual for a total of $60,000 annually.

The position should be reviewed after a period of time to assess effectiveness and workload.
5. ANALYSIS AND OPTIONS

Recommend the staff proposal to proceed with the position combining the Adult Protective Service Worker and Long Term Care supports.

6. FINANCIAL IMPLICATIONS

This is a 100% provincially funded position. There would be no negative financial impact to the County.

7. LOCAL MUNICIPAL IMPACT

Expand services to include support for APSW clients in Long Term Care facilities and Nursing Homes.

8. CONCLUSIONS

The permanent part time position effective September, upon successful completion of hiring process.

9. ATTACHMENTS

None

Recommended by: Mary Lou White Acting Director, Social Services

Approved for Submission: Peter Wagland Chief Administrative Officer
THE COUNTY OF LANARK

COMMUNITY SERVICES COMMITTEE
August 15, 2007

Report #SS-29-2007 of the
Director, Social Services

INDIGENT FUNERAL – SOCIAL SERVICES

1. STAFF RECOMMENDATION

It is recommended:

"THAT, Community Services Committee recommend to County Council that the current Indigent Funeral Policy increase funeral costs from current rate of $2960 plus GST to a maximum of $3220 plus GST, effective January 1, 2008 with an annual increase based on the previous years Consumer Price Index, effective January 1 each year.

2. PURPOSE

To provide Community Services Committee with Ministry of Community & Social Services guidelines regarding payment of indigent funerals.

3. BACKGROUND

Ontario Works Directives 31.0 states that the cost of a funeral and burial is a discretionary benefit, however, municipalities are required as per the statutes of the Public Hospitals Act and the Anatomy Act to cover the cost of for persons who die in hospitals and for unclaimed bodies where the deceased would normally have resided in their jurisdictions.

An amount of $2,250 is the recommended maximum for funeral and burial or cremation costs, but Administrators have the discretion to exceed the guideline amount. A tombstone is not included in these costs. Grave markers, as required by a cemetery, and a "perpetual care" charge are included as part of the funeral and burial costs.

The delivery agent may add the standard charge of a grave plot to the funeral and burial costs if it owns a cemetery, or part of a cemetery.

In cases where a recipient resides in one geographic area and dies in another, the delivery agent in the place in which they ordinarily resided and received assistance is responsible for the funeral and burial costs.

A transient or homeless person is deemed to reside in the geographic area in which the person received assistance. If the person was a transient and the family wants the body returned for burial in another geographic area, the delivery agent where the
person died is responsible for the costs of preparing the body and any transportation costs. The delivery agent to whom the body is returned pays for burial and cemetery costs.

Municipalities are required by the statutes of the Public Hospitals Act and the Anatomy Act to cover the funeral and burial expenses for persons who die in hospitals and for unclaimed bodies where the deceased would normally have resided within their jurisdictions. If a body has not been claimed by a relative for disposition, or by any other person who gives a bona fide undertaking to dispose of the body, it is the responsibility of the municipality within whose limits the body was found to meet the cost of burial.

Indian and Northern Affairs Canada (INAC) compensate First Nations for funeral and burial expenses of status Indians who were not in receipt of social assistance while living on-reserve in Ontario.

At June Community Services Committee, Reg Gamble, Gamble Funeral Home, presented on behalf of the funeral director’s of Lanark County requesting an increase in payment for indigent funerals/burials. The funeral director’s have requested an increase in payment from $2,960.00 to $5,169.00 which was determined by averaging costs locally.

4. DISCUSSION

In 2004, City of London conducted a survey regarding funeral costs with 8 municipalities across the province and range of cost was $1459-$2970 which is reflective of local municipalities in the Southeastern Region.

Ontario Works guidelines recommend a maximum rate of $2250, although this does not limit a municipality from adopting a different rate. As well, the Ministry will continue to cost share 80/20 for those recipients in receipt of OW/ODSP at the level determined by the municipality.

5. ANALYSIS AND OPTIONS

Options:  
a) Maintain current policy - ($2960 + GST)  
b) Increase as per request from Funeral Directors - ($5169 + GST)  
c) Increase by the amount of annual Consumer Price Index from 2003-2006 - ($3220 + GST) and adjusted January 1st each year by the Consumer Pricing Index

6. FINANCIAL IMPLICATIONS

Funding for Indigent Funerals is through our discretionary fund, which also provides funding for dental care, vision care etc. and will therefore require adjustments within the discretionary fund.

Any changes in the funeral policy will have a financial impact on both types of cost sharing.
7. LOCAL MUNICIPAL IMPACT

Increased cost for both 80/20 funding and 100% funding from the discretionary funding.

8. CONCLUSIONS

Increase maximum rate for Indigent Funerals to $3220 effective January 1, 2008, with an annual adjustment based on the previous years Consumer Price Index.

9. ATTACHMENTS

a. March 15, 2007 letter received from six (6) local funeral homes.

Recommended by:  

Mary Lou White  
Acting Director, Social Services

Approved for Submission:

Peter Wagland  
Chief Administrative Officer
March 15, 2007,
P.O. Box 370,
Almonte, Ontario.
K0A 1A0

Mr. Gerry Haughian, Director,
Lanark County Social Services,
P.O. Box 37,
Sunset Blvd.,
Perth, Ontario
K7H 3E2

Ref. Social Services Funerals

Dear Gerry:

It has been some years since we last addressed the topic of Social Services rates for indigent funerals in Lanark County. I understand that most funeral homes have been submitting accounts for indigent funerals that reflect the true cost of such services and merchandise. Therefore your office should be aware that there are significant shortfalls in our normal charges and the amount Social Services pays us for those services and merchandise. We are of one mind when we say that we cannot continue to sustain these shortfalls. There is also no apparent reason why we should be expected to provide these services and merchandise for less than the families we ordinarily serve must pay for same.

Authorized representatives from the six funeral homes that serve the county met recently to discuss the aforementioned topic and unanimously endorse the following new fee schedule:

Professional services, facilities & equipment for two hour visitation
and Service, all on the same day including Funeral Coach and Director/
Clergy vehicle and local interment (with-in 50 Km)
Flat-top grey cloth casket $ 4,288.00
$81.00
$ 5,169.00
+ GST 310.14
Total $ 5,479.14

All cash disbursements (cemetery/cremation fees, etc.), as usual will be extra. Unusual circumstances, such as oversize and/or sealed caskets will be negotiated with your office as the need arises.

Con't.... 2

First in Service and Facilities
THE COUNTY OF LANARK

COMMUNITY SERVICES COMMITTEE

August 15-2007

Report #SS-30-2007
Director, Social Services

BEST START UNCONDITIONAL GRANT

1. STAFF RECOMMENDATIONS

It is recommended that:

This report be received for information only.

2. PURPOSE

The purpose of this report is to provide an update with respect to the expenditures from the Best Start Unconditional Grant.

3. BACKGROUND

The purpose of Best Start is to create a system of services that supports families and children from birth until they reach Grade 1. This includes: affordable child care, improved access to subsidies, wage subsidies for child care staff, and access to neighbourhood hubs that will increase access to a variety of early identification and intervention services.

In Phase 1 of the Best Start Initiative, a 10 year Implementation Plan (Jan 2006) was developed that explored the gaps and barriers within the children’s service system and also identified the short, medium and long-term priorities that would help the County of Lanark move towards a more accessible and integrated system for families.

In Phase 2 we have built upon the progress made in Phase 1 and developed a Community Plan which focuses on furthering those priorities as well as continuing with the integration of services in order to serve families with children better. Members of the 0-6 Working Group include; Public Health, Community Health Centre, Family Resource Programs, Child Care providers, Children’s Mental Health, Special Needs Programs, Libraries, Education, Preschool Speech and Language, Ministry of Children and Youth Services, and the County of Lanark.

The 0-6 Working group is a sub-committee of the Lanark County Planning Council for Families, Children and Youth which is a broader planning table that encompasses services for children 0-18. In this way, services and agencies can become more integrated in their service delivery, which assists families by limiting the challenges they face in parenting and in finding the services they need.
4. DISCUSSION

The County of Lanark received $2,010,000 in Best Start Funding to accompany the Best Start Implementation Plan (Jan. 2006) to allow moving forward to implement the strategies contained therein. Subsequent to that, in April, 2006, the Federal government terminated the Federal/Provincial agreements which significantly changed the amount of funding that was expected to be received over the next 5 years and, therefore, impacted upon the ability to fully implement the January 2006 Plan. At that time, the remaining funds allocated to the County of Lanark were deemed to be an unconditional grant, with the allocation of this grant subject to the priorities of the 0-6 Working Group, and consistent with Best Start planning. A total of $456,029 has been allocated to operating start-up and capital costs associated with the new 169 Best Start spaces. Further, $57,263 was provided to child care operators for technological upgrades, $45,700 was allocated to the planning component, and $115,000 was provided as a one-time Wage Improvement grant to all those working in the child care sector.

The 2007-08 Best Start Community Plan represents a continuation of the priorities that were indicated in the Best Start Implementation Plan (Jan. 2006), and lists strategies that will be used in the upcoming year to address these priorities. One of the key considerations is the allocation of the remaining $1,336,000 of the unconditional grant.

Funding to maintain the expansion of child care spaces that took place in Phase 1 of Best Start continues to be provided to the County of Lanark as 100% funding on a fiscal basis. The primary focus of the 2007-08 Best Start Community Plan is service integration, with an emphasis on the various methods that can be used to align planning processes and develop service through hubs.

5. ANALYSIS AND OPTIONS

None.

6. FINANCIAL IMPLICATIONS

County of Lanark continues to be the transfer payment agency for the Best Start Initiative which is 100% funded.

7. LOCAL MUNICIPAL IMPACT

County of Lanark continues to play a role as member of the 0-6 Working Group in the continuing implementation of Best Start, as well as management of the additional child care spaces created under this initiative.

8. CONCLUSIONS

Continue to support licensed child care spaces in the County of Lanark/Town of Smiths Falls.
9. ATTACHMENTS

i) Financial Update

Recommended by:

Mary Lou White
Acting Director, Social Services

Approved for Submission:

Peter Wagland
Chief Administrative Officer
### Best Start Unconditional Grant

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**Best Start Unconditional Balance:**  **$1,336,008.**
MOHLTC FUNDING ANNOUNCEMENTS

1. STAFF RECOMMENDATIONS

It is recommended that:

This report is received as information only.

2. PURPOSE

The purpose of this report is to provide an update to Community Services Committee on recent funding announcements from the Minister of Health and Long-Term Care. On July 30, 2007, the Ministry of Health announced increases to the daily raw food allowance effective September 1, 2007 from $5.57 to $7.00 per resident per day (attachment #1). This announcement was followed by a second commitment from the Minister of Health and Long-term Care on July 31 2007 for a Capital Program for B and C long-term care homes, whereby there will be a re-development of 35 000 older long-term care beds over the next ten years (attachment # 2).

3. BACKGROUND

The current funding for raw food from the Ministry of Health and Long-Term Care to Lanark Lodge is $5.57 for each resident per day residing in the home; this food allowance is provided on a monthly basis. Lanark Lodge is required to provide each resident with three meals per day, three snacks per day as well as any required nutritional supplements or specialized diets with the allocated food allowance. Over the last few years operators have repeatedly raised concerns about the inadequacy of the funding to provide residents with nutritious and enjoyable meals. In 2006 the average raw food cost at Lanark Lodge was $7.01 per resident per day.

The government announced that it will be redeveloping 35 000 older long-term care beds over the next 10 years. This is a three (3) billion dollar initiative that will include assistance for small homes and non-profit groups to ensure equitable access. All long-term care homes in Ontario have been classified across the spectrum from an “A” to a “D” facility. The determinants for such classification were prescribed by the Ministry of Health and Long-Term Care near ten (10) years ago. An “A” facility meets the new design criteria for long-term care homes that were released in 1998, a “B” facility meets many of the criteria, (Lanark Lodge has been classified as a “B” facility), a “C” facility meets the requirements of the 1972 Nursing Home Act whereas a “D” facility
does not meet the requirements of the 1972 Nursing Home Act.

There were previous incentives for “D” facility operators from the government to provide them with a per diem of $10.35 per resident per day (PRD) over 20 years to re-build their homes to an “A” facility. Where “D” operators chose not to partake in the redevelopment fund; they were required to upgrade features in their homes that would allow them to meet the 1972 Nursing Home Act by a pre-determined time with a negotiated funded amount per bed. This most recent announcement by the government is to provide some financial incentive to support the “B” and “C” facilities across the province to redevelop their older long-term care beds.

4. DISCUSSION

There was a considerable amount of work by long-term care associations, family councils, operators and the Registered Dieticians of Canada to bring forward the concern of inadequate funding for food in long-term care. The Registered Dieticians of Canada brought forward a petition that the Lanark Lodge Family Council collected signatures on and sent to the Ministry of Health and Long-Term Care to request that the raw food allowance be increased to a minimum of $7.00 per resident per day. The Registered Dieticians of Canada completed an analysis of what the cost of raw food is to meet the required long-term care standards. The standards require that the menu is four weeks in length, includes alternative choices for entrees, vegetables and deserts for each meal, and includes therapeutic and textured modified menus that follow the master menu/snack plan in providing choice, variety and palatability. The menus also need to follow Canada’s Food Guide, provide residents with a minimum of 1500 millilitres of fluid each day and 20 grams of fibre.

Lanark Lodge has always met the basic nutritional needs of its residents but a 26 per cent increase in raw food allowance will make a real difference for the home to meet its budgetary commitments as well to provide higher quality food, more fresh fruits and vegetables, and tastier home like meals as we transition to same day service.

The second announcement for the government’s plan to redevelop 35 000 older long-term care beds over the next ten years is a welcomed commitment. The release of monies to support B and C homes to upgrade to new design standards will help “even out” the playing field” in long term care. Currently the rate that residents pay for long-term housing is the same whether the home is a new design build, whereby there is small home-like neighbourhoods and no greater than two residents per room versus an older home that has been converted from another use and has no structured neighbourhoods and three and four residents in a basic room.

Currently, operators have few details of how the program will unfold and the Ministry of Health will be working closely with long-term care associations and LHINs to determine the criterion for the program and which homes are deemed to be a priority. It is possible that Lanark Lodge as a designated “B” facility may deemed a lower priority than some of the older “C” facilities as homes are ranked across the province. It is also recognized that the previously proposed funding of $10.35 PRD over 20 years for re-development was declined by a number of operators as it is considerably less than the actual costs for re-development would be to an operator proposing a full re-
development; the details of the amount of funding over 20 years with this most recent announcement have not yet been determined.

5. ANALYSIS AND OPTIONS

On the issue of B and C re-development; we will need to await further details from the Ministry of Health and Long-Term Care before staff provides any recommendations to County Council on the utilization or accessibility to such monies.

6. FINANCIAL IMPLICATIONS

Effective September 1, 2007 there will be an additional $1.43 per resident per day, ($233.09 per day for 163 residents) to the raw food budget in the Accommodation envelope. For the 2007 calendar year, this will equate to an additional $28,436.98 if census is 163 residents per day.

7. LOCAL MUNICIPAL IMPACT

None.

8. CONCLUSIONS

These recent announcements from the Ministry of Health and Long-Term Care are very good news for our residents at Lanark Lodge.

The jump in the food allowance from $5.57 to $7.00 per day per resident was much needed and will provide the staff at Lanark Lodge some additional flexibility in their ability to create sound, nutritious meals which meet all of the required standards as well allow the home to be more fiscally responsible. Our residents, families and staff have been following this issue closely and are pleased with the news.

Beginning in 2008, the government plans to begin redeveloping about 3500 beds annually over the next 10 years. We have a commitment from the government that it will provide assistance to not-for-profit groups to ensure equitable access to this program. At this time, we understand that LHINs will work with the Ministry to prioritize projects to go forward for renewal each year. The first round of redeveloped beds will open in 2010/2011 and will receive government funding for 20 years, beginning when they open. We continue to await further details and OANHSS has been invited to a briefing to get a fuller understanding of the program and to begin work with the Ministry to develop criteria for the program. Lanark Lodge will provide updates to Community Services Committee as they become available.

9. ATTACHMENTS


Recommended By:

Deborah Pidgeon
Director, Lanark Lodge

Approved for Submission By:

Peter Wagland
Chief Administrative Officer
News Release
Communiqué

For Immediate Release
July 30, 2007
2007/nr-162

MCGUINITY GOVERNMENT ENSURING HIGH QUALITY NUTRITION FOR LONG-TERM CARE RESIDENTS
Additional $23.1 Million Will Ensure High Quality Food Preparation

TORONTO- The McGuinty government is making sure long-term care home residents are provided with high quality, diverse menu choices by increasing the daily raw food allowance to $7.00, effective September 1, 2007, Health and Long-Term Care Minister George Smitherman announced today.

"The type of food offered to long-term care residents has a direct impact on their health and quality of life," said Smitherman. "That’s why our government is further increasing funding to long-term care operators to ensure that patients are provided with an improved range of nutritional menu options."

Today’s announcement means that long-term care homes will receive an additional $23.1 million in funding for raw food this year. The funding announced today is in addition to the $2.3 million increase in raw food funding received by long-term care homes on July 1, 2007 and represents a total increase of 33.6 per cent since July 2003. On average, long-term care homes spend about $18.76 daily in providing food to each resident. This includes the cost of raw food as well as preparation and staffing costs.

"This is really good news for residents", said Karen Sullivan, Executive Director of the Ontario Long Term Care Association. "The additional funding will enable homes to enhance resident meals with things like more fresh fruit and better quality meats. In addition, it will assist homes in meeting the increasingly specialized diets residents require because of their age and medical condition."

In January 2005, the government introduced a regulation to ensure that resident meal plans are reviewed and approved by a dietitian.

"We are thrilled that residents in long term care homes will benefit from this increase" says Linda Dietrich, Regional Executive Director for Dietitians of Canada. "Food and nutrition are crucial in the long-term care setting for health and quality of life, and this funding increase will help dietitians plan menus to meet those complex needs."

This is just one more example of how, working together, Ontarians have achieved results in health care services in long-term care homes. Other initiatives include:

- Increasing funding for long-term care by nearly $800 million since 2003;
- Funding 6,100 new front-line staff in long-term Care homes, including 2,300 nurses;
- Opening 7,712 new long-term care beds since October 2003;
- Enhancing the quality of life for residents of long-term care homes by passing the Long-Term Care Homes Act 2007 to strengthen enforcement and improve care.
Today’s initiative is part of the McGuinty government’s plan for innovation in public health care, building a system that delivers on three priorities – keeping Ontarians healthy, reducing wait times and providing better access to doctors and nurses.

-30-

Media Contacts:

David Spencer
Minister’s Office
416-327-4320

David Jensen
Ministry of Health and Long-Term Care
416-314-6197

Members of the general public: 1-866-532-3161

This news release, along with other media materials, such as matte stories and audio clips, on other subjects, are available on our website at: http://www.health.gov.on.ca under the News Media section.

For more information on achievements in health care, visit: www.resultsontario.gov.on.ca.

Disponible en français.
News Release

McGuinty Government Eliminating Multi-bed Wards Through Upgrades at Older Long-Term Care Homes Across Province

Redeveloping 35,000 Long-Term Care Beds Over the Next 10 Years

July 31, 2007

TORONTO – The McGuinty government will be redeveloping 35,000 older long-term care beds over the next 10 years to ensure equitable access to quality long-term care home accommodation, Health and Long-Term Care Minister George Smitherman announced today.

“All long-term care home residents deserve to have access to the best services and features our long-term care homes can offer,” Smitherman said. “We will be redeveloping our older long-term care homes to give residents a higher quality of life in a more comfortable, home-like environment.”

To ensure equitable access to this program, the government will address the unique needs of small homes and non-profit groups. The government has also committed to a pilot project to redevelop beds at the Bluewater Rest Home in Zurich, Ontario to determine the necessary supports to ensure that small and rural communities are able to participate fully in this redevelopment.

“The government is to be applauded for moving ahead with this ambitious renewal program that will give tens of thousands of long-term care home residents access to high quality accommodations,” said Karen Sullivan, Executive Director of the Ontario Long Term Care Association. “This program will address the disparity in building design, quality and standards that exist between older long-term care homes and new homes.”

Beginning in 2008, the government plans to begin redeveloping about 3,500 beds annually over the next 10 years. The province’s 14 Local Health Integration Networks together with the Ministry of Health and Long-Term Care will be prioritizing which projects go forward for renewal each year.

This is the latest example of how the McGuinty government has achieved results in long-term care. Other initiatives include:
• Increasing funding for long-term care by nearly $800 million since 2003;
• Increasing funding for the long-term care food allowance 33.6 per cent since July 2003;
• Funding 6,100 new front-line staff, including 2,300 nurses;
• Opening 7,712 new long-term care beds since October 2003.

Today’s initiative is part of the McGuinty government’s plan for innovation in public health care, building a system that delivers on three priorities – keeping Ontarians healthy, reducing wait times and providing better access to doctors and nurses.

For further information:

Members of the media:
David Spencer, 416-327-4320
Minister’s Office

David Jensen, 416-314-6197
Ministry of Health and Long-Term Care

Members of the general public:
416-327-4327, or 1-866-532-3161

BACKGROUNDEES
Long-Term Care Home Renewal Strategy

To view PDF format files, you need to have Adobe Acrobat® Reader installed on your computer. You can download this free software from the Adobe Web site.

Media Line
Toll-free: 1-888-414-4774
In Toronto: 416-314-6197

If you are a reporter with a question for a story, or with comments about how this News Media section could serve you better, send us an email at: media@moh.gov.on.ca.
Minutes of Public Meeting
Thursday, July 12, 2007
Almonte Old Town Hall
14 Bridge St., Almonte
6:30 p.m. – 8:02 p.m.

Present: Chair – Ken Graham, Board of Health Chair
         Bob Fletcher – Board of Health Vice-Chair
         Presenter – Shani Gates, Director, Quality Improvement
                     Department
         Dr. Anne Carter – Medical Officer of Health and Chief Executive
                     Officer
         Joanne Pearce – Director, Corporate Services
         Brent Dalgleish – Director, Health Promotion Department
         Jane Futcher – Director, Department of Clinical Services
         Jane Hess – Director, Family Health Department
         Jane Lyster – Director, Health Protection Department
         Andy Howarth – Supervisor, Health Protection Department
         Rebecca Kavanagh – Manager, Department of Clinical Services
         Heather Bruce – Board Secretary

37 members of the public were in attendance as well as
4 health unit staff members.

1. Opening Remarks:

Ken Graham welcomed everyone to the meeting and thanked everyone
for attending. He introduced himself as Chair of the Board of Health for
the Leeds, Grenville and Lanark District Health Unit. (LGLDHU)

2. Background and Introduction to the Meeting:

The purpose of the meeting tonight is to gather information from the
public concerning the possible relocation of the LGLDHU from Almonte
to Carleton Place.
The purpose of considering relocation of the LGLDHU office is to provide health unit service delivery to the community in the most efficient manner possible.

The LGLDHU makes decisions based on evidence. There is some evidence in our statistics (to be presented later) that we could deliver services more efficiently from Carleton Place than we can from Almonte. However, statistics are not the entire evidence base that we wish to consider when making our decisions. We wish to consider the effect on people as well as statistics. Therefore we are holding this meeting to hear from the people as to what they think about the possibility of a relocation. That is what we are doing tonight.

I would like to emphasize that we have not yet made any decision as to whether to relocate or not. We have an obligation to spend tax dollars wisely. If the statistics imply that we might be able to spend tax dollars more wisely by relocating, we have an obligation to at least investigate this possibility.

I would also like to emphasize that the LGLDHU office serves primarily 2 functions. First, it functions as a home base for staff who travel out from the office to provide services in the community such as restaurant inspections, baby visits, and health care facility visits. It does not matter to those receiving these services where the staff member’s home base is located as the service is provided in the community, not at the office. Second, it functions as a location where members of the community can come for services. Examples of this include visits to our clinic, clients picking up items such as bottles for water sampling and clients meeting with our staff members. In this latter case it matters to those receiving the service where the office is located as the location dictates the difficulty of accessing our services. However, health unit services can be provided in communities where we do not have an office. For example, water bottles can be picked up at an alternative depot such as a town hall.

The health unit has 5 offices scattered throughout Leeds, Grenville and Lanark: Brockville and Smiths Falls (full service offices), Gananoque, Kemptville and Almonte (satellite offices with only some departments maintaining staff there). There has been a satellite office in Almonte for over 20 years. Services offered there include health clinics, water bottle pickup, staff providing community based services in the departments of Family Health and Health Promotion. The staff currently number 7 full time equivalents.

The LGLDHU is governed by a Board of Health comprised of 10 members. Three are provincial appointees and 7 represent the communities served by the health unit.
The representative from Lanark County is Mr. Robert Fletcher who is here with us tonight. Mr. Fletcher is always willing to listen to residents of Lanark County who wish to discuss issues concerning the health unit.

We had planned to tape these proceedings for the purpose of producing minutes of the meeting however, due to technical difficulties participants will not be taped this evening. Whenever anyone speaks, we would greatly appreciate it if they would identify themselves so that the minutes can accurately record who spoke. The minutes will be posted on the health unit website and will also be sent to Lanark County Council.

Ken Graham introduced Dr. Anne Carter the Medical Officer of Health, Joanne Pearce the Director of Corporate Services, Jane Futcher the Director of Clinical Services, Jane Hess the Director of Family Health, Brent Dalgleish the Director of Health Promotion, Jane Lyster the Director of Health Protection, Andy Howarth Health Protection Supervisor for Smiths Falls Office, Shani Gates the Director of Quality Improvement, Rebecca Kavanagh, the Manager of Clinical Services and Heather Bruce Board Secretary and Administrative Assistant to the Medical Officer of Health.

3. Presentations:
3.1 Demographic Data and Service Delivery Patterns:

Jane Hess gave a brief presentation about health unit services because sometimes people don’t know what we do. This is a brief overview. Our main job is to prevent disease and promote health. We use strategies that focus on populations. Please see Appendix #1 attached to the minutes for the complete presentation.

Ken Graham thanked Jane for her presentation. He introduced Shani Gates and advised that she will share with us some statistics and rationale for a possible relocation.

Shani requested that questions be asked at the end of the presentation. She thanked the staff and epidemiologist for gathering the information being presented this evening. She presented data from Mississippi Mills, Carleton Place and Beckwith Township separately as she was limited by the data available from Statistics Canada. Please see Appendix #2 attached to the minutes for the complete presentation.

From the data Carleton Place has the lowest household income. From the slide the greatest growth in population has been in Beckwith and then Carleton Place.
The second part of the data collection was a retrospective account of service that our Almonte staff delivered in the communities. They looked backward to record the type of program or service they delivered. Then we looked at how much travel was required as well.

There are some limitations, Shani advised, as we are limited by what staff recorded and can recall. We do have a time tracking system. However, we do not have the ability to record municipalities in that tracking system. Some staff recorded health unit staff business meetings and some did not which affects the final figures. There is a difference between travel to deliver service to the community and travel for health unit business. Shani advised that often times we have more questions after we look at this data and we want to look at it more closely. Ken Graham thanked Shani for her presentation.

4. Questions from the Floor:

Ken Graham opened the floor up to questions. After this evening we are hoping to get input from the community and any questions we can’t answer we will search out for you. We plan to come back and present again in September and will consider the input received here this evening. We are here eager and willing to answer questions.

Paul Finner – (past member of the Board of Health) In your data there is a glaring omission, you do not include Lanark Highlands and it should be included. Shani Gates stated that is a good point; we did not include Lanark Highlands in the demographic data because we were trying to consider only the communities we considered relocating the office to. For the next round she will include this data. Paul Finner stated that regarding mileage for Lanark County, from Almonte to Arnprior is 28 km and from Almonte to Carleton Place is 41 km. In the last census figures there were some questions regarding its accuracy. He would want the complete boundaries of Mississippi Mills looked at as they are the largest municipality in Lanark County and pay the lion’s share of taxes.

Mayor Al Lunney – One month is not a good enough amount of time to collect statistical data. He sees a savings of $3800 on mileage right now. His questions relate to the statistics collected so far. The population statistics in Mississippi Mills are definitely flawed. What exactly are you going to be collecting for statistics? Are we looking at the cost of accommodation? Have you laid out any plan and looked into what this study will involve? Until we see the benchmarks, there are a lot of other factors involved. What are the other issues to be looked at? Ken Graham thanked Al Lunney for his comments and advised that this process is in its infancy.
The Board had an incamera discussion and gave direction to staff to look at whether there were any advantages to relocate from Almonte to Carleton Place. Savings were identified. We have had problems with our budget. We are here tonight to get your input and to make an informed decision. Staff can gather data to inform the Board.

Al Lunney - At the present time staff don't know which areas we are going to look at? Ken Graham - We are studying all the areas where we have delivered service, but have not gotten down to the fine details as yet. Al Lunney asked what is the hard cost? Are you going to include building or rent in your costing? Shani Gates advised that as the Director of Quality Improvement she is looking at client delivery patterns.

We will continue to collect data from clients and to fill in the gaps from our staff's service delivery and the demographic data from Lanark Highlands. Ken Graham stated that from a Board perspective we are looking for cost efficiencies, and to deliver health services, the Board always looks at the bottom line. Al Lunney asked what is the total budget for the health unit? Joanne Pearce advised just under 10 million dollars. Al Lunney questioned and we are looking at saving $3800?

Ray Timmons, Administrator of Almonte General Hospital – In 1983 the health unit approached the Almonte hospital on an RFP to provide 4300 square feet of office space. The proposal was accepted by the Board and we built an additional 5000 square feet. The cost was $309,000 of which the hospital contributed $100,000, the health unit contributed $30,000 and Almonte contributed $10,000. The hospital took on the mortgage and a 10-year lease. This lease has been in effect with the health unit since that time. In April 1996 the health unit was still renting 4000 square feet from us, but due to downsizing they approached us to reduce the volume of square feet from 4000 to 1100, which is the space you are renting today. In 1999 we were left with 3000 square feet of space and the hospital invested $54,000 in leasehold improvements.

The health unit has approached us for additional space. We believe we would be able to accommodate the health unit when the existing office space becomes available in 6 months time. Has the health unit office space been compromised by our redevelopment project? Yes it has. It is not ideal. We have been asked to install sliding doors and it is under consideration. We are talking about chump change here ($3800). We have not adjusted the lease since 1998 and you are not paying 2/3 of what the market is. He would encourage you to change your decision to move out of Almonte.
You should not have to apologize for statistics. They are either good or bad. How do these statistics compare with the other satellite offices in the tri counties? How do our numbers compare with the outlying costs for the other areas? Ken Graham thanked Ray Timmons for his input. Ken Graham advised that we have made no decision. He would correct him when he says that he asks that we reconsider our decision. This is the first step in the process; this is not just about money but service delivery to our client base.

Shani Gates stated that she begs to differ that statistics are very good or very bad. Statistics are only good or bad in the way you use them and apply them. The statistics are one piece only. We want to hear from the public regarding the impact on them.

Ray Timmons stated that he is not disputing his statistics. He will challenge calling a meeting with a weeks notice in the middle of July. You will not get very good public input. You need to state what your goal is. He is pleased to hear that there will be another meeting in September. If you are looking for a proposal from us to accommodate you, we would be pleased to do that.

Shani Gates advised that we need to put the slide aside about saving $3800. We are intending to put the minutes and questions up on our website from the meeting tonight and she would like to get feedback from it. Ray Timmons stated that he would ask for a point of clarification. It looks like the Almonte office is only used for water bottle collection, as a health care provider he would like to know how many family health clinics were conducted? Is that a relationship between the services you provide and how many prenatal exercises you provide and are they adequate? Is there some way we can work with you as a hospital to provide these services? He thinks a public debate would be helpful in that regard.

Ken Graham stated that we don’t want this to deteriorate into a debate. Ray Timmons advised that he wants to know what kind of input you wanted. The statistical information tonight states that you want to relocate the office. You seem to be building a business case to relocate the office to Carleton Place. If you are asking for input from the community you have to state what your goal is.

Dr. Carter stated that just because we base our staff in a different place does not mean that services will cease. We are well known to provide clinics in communities where we don’t have an office. All of the services will continue just like they do now. The only change would be to change the staff’s home base to a different location.
That is strictly looking at efficiencies, which is why we provided you with this information. The purpose of the demographics is to show you that Carleton Place is growing faster. Over the years that efficiency will grow, it is not just the mileage but the time our staff have spent in their car. This is a snapshot of 2006-2007 in a very growing and changing situation. We want the feedback from you. The north part of the county in Apsar is likely to start growing, that is the kind of information we want to know to give us input for our data.

John Levi – He stated that he wants to support Mayor Lunney. If you want to save on services you don’t have a very wide focus. He would have to have a lot wider focus on where you are looking to change. There wasn’t a wide enough range of focus on the subject. He doesn’t know what you do or either. We need to know what your goals are and you didn’t define that tonight.

Jim Lowry (Councillor of Mississippi Mills/Chairman of Finance and served 9 years at the Board representing Lanark) – He stated that for $3800 he doesn’t think that moving to Carleton Place will benefit your position. It would be a crime to leave Almonte.

Paul Schnittker– He is very confused when looking at the statistics seen here tonight. $3800 is a pittance. He doesn’t see the purpose for considering the move in the first place. There might be some faster growth of residents in Carleton Place. There has been some delayed growth in this community, but at the last council meeting he was at, there were two new subdivisions approved and a third one will be addressed at the next public meeting. Population growth and saving $3800, he doesn’t see the rationale.

Jane Hess stated that in Family Health we visit all new mothers within 48 hours of discharge from hospital. We have identified that we do need some different office space. She spoke to nursing staff in the Almonte office and she asked would it matter where they were. For the clients that we visit that take the most nursing and driving time – the majority of them are in Carleton Place. This started us thinking. It is a place to hang a hat but not necessarily a place for client delivery. Dr. Carter advised that we are going to have to do some sort of move or leasehold improvement in the near future. Our current facilities have been compromised by the hospital. This is a good time to look and start thinking of a new location.

Bruce Horlin, Deputy Mayor of Lanark Highlands – The statistics are incomplete. There is a counterbalance in this. What about the people that come to these clinics? Dr. Carter advised that we can leave the clinics behind in Almonte. The issue is staff going out into the community.
He thinks it is a very small window to even have this public meeting. The data should have been more complete before even holding this meeting. Ken Graham stated that staff take direction from the Board and the Board will have to bear the brunt of that blame. Money is a pressure. We are here to collect input from the community, take it back and analyze it. We will come back in September to answer questions and give the community the opportunity to give further input. This was short notice and he apologizes for this. Bruce Horlin commented that Lanark Highlands had a higher growth rate than Carleton Place.

Jennifer Barr (representing the Almonte Community Coordinators – “The Hub” which is a city group that raises money for people in need) If you are looking for rationale “the hub” concurs that the need is here. We know that our young residents in Almonte are at risk. There has been violence, vandalism and alcohol problems. It will put a great hole in the community to think that the health unit would leave and our organization would be against it.

She works in health promotion and prevention herself professionally and having a physical presence is invaluable. It would be great loss to lose the health unit. There is also the connection to the obstetric service at the hospital. We are concerned about the social well being of the Almonte residents. To lose the administrative function of the health unit would be felt economically. If the numbers come in and are negligible and are not going to give you the concrete substance that you need, do think of the things that cannot be counted.

Ken Graham advised that we have some forms at the back for people to complete their comments on.

Mrs. Jeri Lunney – She has been involved with the hospital board and has a healthy mathematical background. It just seems to her that when you are going to solve a problem you have to first articulate the problem. That has not been done well tonight. You need to have a brainstorming session to outline the problem. The message that we got about relocation, perhaps that is just naive on your part or that was your decision and let’s talk about how we are going to do it. She suggested having some meetings in Smiths Falls rather than Brockville to alleviate some travel problems. Regarding the population change for Mississippi Mills that was absolutely wrong, hopefully Mr. Symon (Town of Mississippi Mills planner) will come up with something more specific. Except for one acceptance with your figures, Mississippi Mills came out on top. She is confused on how this means you should move to Carleton Place. Mr. Levi said it all when he spoke about $3800 compared to $10 million.
Wayne Finner - If you are going to have a September meeting will we get a handout with numbers and the decision made? The presentation was good but it is hard to remember if you haven’t been working with it. At one point you said the highest density of calls was new babies? J. Hess advised children most at risk are in Carleton Place. Wayne Finner - If there are more people in Mississippi Mills and Almonte and more taxes, take that into consideration. We do want the health unit here. Ken Graham stated that Mississippi Mills is the largest municipality.

Anna Bertrand advised that she is from the youth centre here and is representing the youth in Almonte. It is important to have statistics of how many people attend sexual health clinics and their age as well.

Mary Lou Souter – I expect when the health unit first came to this area that you were intending to produce a satellite office for the north end of Lanark County with Smiths Falls as the anchor in the south end. By putting it in Almonte you have put your office in the centre of the north half of Lanark County.

If you move that to Carleton Place, Carleton Place is the southern edge of the north part of the county so really you have put a satellite office for an area that goes 18 miles from Smiths Falls to Carleton Place. All of Beckwith is south of Carleton Place. It is 27 miles from Carleton Place to Amprior, it is 20 miles from Almonte to Amprior. We are Mississippi Mills and we are the poor. If you are bringing statistics to the next meeting, please consider two things, Lanark Highlands is very much oriented to Almonte and Mississippi Mills, and secondly when you are figuring out travel mileage remember the grade 4 train arithmetic problem that went from point A to point B and that both sides are the same.

Brenda Hurrle - I am sure if you contact different organizations they would keep demographics and information that you could have to see how and where people move.

Ron Pettem – (previous Board of Health member) We are growing and so is Carleton Place. There is an underlying reason for this but the $3800 is so far out of whack it is unbelievable. Carleton Place is only 7 miles down the road. We put you up at the hospital and we want you to stay here.

Jane Torrance, Councillor for Mississippi Mills advised that Revenue Canada has updated statistics; we need to be arguing about the right things. She knows that we do very good health counselling, but is one youth pregnancy worth $3800?
Louis Antonakos, Councillor from Carleton Place advised that he has used health unit services and thanked the health unit for providing these services. He thinks more information does need to come out, but he would commend the health unit for this opportunity to give our input. Any good organization looks inward to see if it can give better services. Service delivery is very important.

Bob Fletcher introduced himself as the Mayor of Lanark Highlands. Sitting here, you have to think that any time any Board or public body goes transparent and uses such words as change and increase taxes there is always fear. We have gained a lot of information tonight. You have seen us come here to listen to you. On the Board are some of the people that service you on a daily basis and we have learned a good political lesson. It is better that we have come here now than to talk about it for 3 months and then have people find out about it. He thanked everyone for coming tonight.

Resident – Why are you moving when the doctors are moving out and space is available? It is important that the walk in clients have services available. Jane Futchter stated that we have said that we will not be cutting back our services. We now provide a sexual health clinic once a week. We are in high schools in the Upper Canada District School Board when the offices are not located there, and that is not going to change. We won’t be taking services away. Resident – The walk in service should bear some weight in your decision.

Paul Schnittker – We recently had a major expansion on our hospital, and the local community has raised 4 million dollars. That should give you some kind of indication about how important this type of service is for us and what lengths we will go to.

Ken Graham thanked the good people of Mississippi Mills for allowing us to have this meeting. He apologized for the mixed message. There has been no decision made as to relocation. We are just looking at the feasibility of the move due to demographics. We are going to collect further information and get questions and have another public meeting in September. He is hearing loud and clear that you want the health unit in Mississippi Mills. We are trying to be transparent and this is an opportunity for the community to have input. We will have some statistics to hand out at the next meeting. He would like to thank everyone that came here this evening. Clearly the health unit is near and dear to everyone’s heart.

He suggested that people forward questions to the website and that a form is available to complete this evening. Please complete the form and it will be picked up this evening, or feel free to forward it to the Almonte office.
5. **Adjournment**
The meeting adjourned at 8:02 p.m.

_________________________    ______________________
Ken Graham, Chair                      Date

_________________________    ______________________
Heather Bruce, Board Secretary           Date
PUBLIC HEALTH IS...

- Prevention of disease and promotion of health
- Strategies that focus on populations

The Health Unit has offered quality public health services for over 60 years to the LGL communities

Leeds, Grenville & Lanark District HEALTH UNIT
www.healthunit.org
Your Partner in Health
Five Offices

150 Employees
(10 in Almonte Office)

Serving 160,000 people

Leeds, Grenville & Lanark District
HEALTH UNIT

www.healthunit.org

Your Partner in Health
Public Health

Our Vision and Mission

- Healthy people in healthy communities
- We work with the community to enhance, promote and protect health
About Us:

The Health Unit is an agency funded by the municipalities and the Ministry of Health and Long Term Care, Ministry of Children and Youth and Ministry of Health Promotion to offer public health programs and services.

The Health Unit offers a wide variety of services to promote healthy living and healthy growth and development, prevent illness and injury and control communicable diseases in the community.

Services are available to individuals and groups of all ages in a variety of places.

Leeds, Grenville & Lanark District
HEALTH UNIT
www.healthunit.org
Your Partner in Health
Health Protection

- Emergency Response
- Food Safety
- Health Hazard Investigation
- Infection Control
- Land Control
- Rabies Control
- Safe Water
- Swimming Pools and Spas
- West Nile Virus

Leeds, Grenville & Lanark District
HEALTH UNIT
www.healthunit.org

Your Partner in Health
Health Promotion

- Injury Prevention/Substance Abuse Prevention
- Tobacco Use Prevention and Smoke Free Ontario Act
- Physical Activity
- Nutrition
- Early Detection and Prevention of Cancer
- Dental Health
Family Health

- Child Health
- Reproductive Health
- Language Express
- Injury Prevention/Substance Abuse Prevention

Leeds, Grenville & Lanark District
HEALTH UNIT
www.healthunit.org
Your Partner in Health
Clinical Services

- Control of Infectious Diseases/Outbreak
- Sexual Health
- STD and HIV/AIDS Program
- Tuberculosis Control
- Vaccine Preventable Diseases
Your Public Health Unit’s Services

- Education
  - Community, schools, workplace, groups, individuals
  - Information on a variety of health topics

- Advocacy
  - Advice on policy development

- Partnerships/ Community Development
  - Act as a resource to agencies
  - Program planning
Health Unit Website

- www.healthunit.org
- health topics, time and dates of events and sessions, media releases, job opportunities
- constantly changing and adding new topics
Your Health Unit

- Public Health uses preventive, population health strategies
- These strategies have greatly improved the health of the population
- The Leeds, Grenville & Lanark District Health Unit is here to serve you
Leeds, Grenville & Lanark District
HEALTH UNIT

Almonte Public Meeting:
Demographic Data & Service Delivery Description

Shani Gates
Director, Quality Improvement
July 12, 2007
1. Demographic Data

- Providing demographic data to give an idea of the degree of health risk in the communities in question
- Description using data from 2001 and 2006 Census, by Statistics Canada
- Data is presented by municipality:
  - Mississippi Mills
  - Carleton Place
  - Beckwith Township
1. Demographic Data


- **Beckwith**: $68,712
- **Mississippi Mills**: $60,499
- **Carleton Place**: $50,204

*Source: 2001 Community Profiles – Statistics Canada*
1. Demographic Data

Population Change (2001-2006)

- Mississippi Mills: +0.7% (n = 11,734)
- Carleton Place: +4.1% (n = 9,453)
- Beckwith: +5.6% (n = 6,387)

Source: 2001, 2006 Community Profiles - Statistics Canada

Leeds, Grenville and Lanark District Health Unit
1. Demographic Data

Total Number of Families (2001)

<table>
<thead>
<tr>
<th>Location</th>
<th>Families</th>
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<tbody>
<tr>
<td>Mississippi Mills</td>
<td>3305</td>
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<tr>
<td>Carleton Place</td>
<td>2645</td>
</tr>
<tr>
<td>Beckwith</td>
<td>1870</td>
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</table>

Source: 2001 Community Profiles - Statistics Canada

Leeds, Grenville and Lanark District Health Unit
1. Demographic Data

Percentage of Lone-parent Families (2001)

- Carleton Place: 18.3% (n = 485)
- Mississippi Mills: 12.1% (n = 400)
- Beckwith: 9.4% (n = 175)

Leeds, Grenville and Lanark District Health Unit
2. Walk-In Client Requests for Service

• Data logged by Almonte office receptionist during May 2007:
  – Type of service requested (water bottle, immunization, septic inspection, etc.)
  – Municipality of residence of client

• Limitations of data collection: timeframe, accuracy/completeness, different interpretation of municipality

Leeds, Grenville and Lanark District Health Unit
2. Walk-In Client Requests for Service

- Total of 186 requests for service from walk-in Almonte office clients
- 91.4\% of these requests were for water bottles
- Looked at the distribution of requests by the community and municipality of residence
## Client Service Requests, by Community, May 2007

<table>
<thead>
<tr>
<th>Community</th>
<th>Requests</th>
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<tbody>
<tr>
<td>Lanark Highlands</td>
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<tr>
<td>Almonte</td>
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<tr>
<td>Beckwith</td>
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</tr>
<tr>
<td>Carleton Place</td>
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</tr>
<tr>
<td>West Carleton (Ottawa)</td>
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<tr>
<td>Mississippi Mills</td>
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<td>Pakenham</td>
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<td>Ramsay</td>
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<td>White Lake</td>
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<tr>
<td>McNabb Twp</td>
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</tr>
<tr>
<td>Jasper</td>
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</tr>
</tbody>
</table>

(Number of Requests)
Client Service Requests, by Municipality, May 2007

- Beckwith: 21 requests
- Carleton Place: 21 requests
- Mississippi Mills: 61 requests

Number of Requests
3. Staff Service Delivery

- Retrospective account of Almonte staff activity from April 2007 to April 2006:
  - Type of program/service delivered (e.g. home visit, community presentation/events, clinic, meeting)
  - Municipality of delivery
  - Travel (kilometers incurred)

- Limitations: accuracy of recording

Leeds, Grenville and Lanark District Health Unit
3. Staff Service Delivery

- Total of 588 services delivered by 7 staff
- Total of 28,315 km accounted for on personal vehicles
- Median distance driven was 34.0 km
- Looked at the distribution of service delivery by the community and municipality of residence

Leeds, Grenville and Lanark District Health Unit
Almonte Staff Service Delivery, by Community,
April 2007 to April 2006

- Carleton Place: 194
- Almonte: 167
- Lanark Highlands: 50
- Smiths Falls: 48
- Mississippi Mills: 44
- Brockville: 20
- Beckwith: 19
- Pakenham: 10
- Lanark Village: 9
- Perth: 7
- Middleville: 5
- Portland: 4
- Ashton: 2
- Lanark: 2
- Delta: 1
- Tay Valley: 1
- Maberly: 1
- White Lake: 1
- Blakney: 1

(Number of Services Delivered)
Almonte Staff Service Delivery, by Municipality, April 2007 to April 2006

- Beckwith: 19
- Carleton Place: 194
- Mississippi Mills: 218

Number of Services
3. Staff Service Delivery

- Total of 28,315 km accounted for on personal vehicles
- Median distance driven was 34.0 km
- Cost of $11,326 incurred if all distances claimed at rate of $.40/km
- Limitations: Not all travel to Brockville and Smiths Falls offices for Health Unit meetings was included

Leeds, Grenville and Lanark District Health Unit
3. Staff Service Delivery

- Google Map used to estimate kilometers driven if travel had occurred from Carleton Place instead of Almonte
- Total of 18,692 km would have been driven during same 12-month timeframe, for an estimated cost of $7,477
- Savings in driving distance would have been 9,623 km, for a cost savings of $3,849 (34%)