

THE CORPORATION OF THE MUNICIPALITY OF OLIVER PAIPOONGE

MUNICIPAL COUNCIL

COMMITTEE OF THE WHOLE PLANNING AND DEVELOPMENT

A G E N D A

Planning and Development Department  
Building and Property  
Leisure Services  
Protective Services

- DATE:** January 9, 2012
- TIME:** Immediately Following  
Public Meeting
- PLACE:** Council Chambers  
Oliver Paipoonge Municipal Complex
- CHAIR:** Councillor B. Kamphof
- MEMBERS OF COUNCIL:** Mayor L. Kloosterhuis  
Councillor J. Byers  
Councillor E. Collingwood  
Councillor A. Vis
- MUNICIPAL OFFICERS:** Jamie Cressman, CAO  
Judy Jacobson, Deputy Clerk  
Sharron Martyn, Planner  
Kyle Bushby, Community Services Supervisor
- ORDERS OF THE DAY:** OPENING THE MEETING  
DISCLOSURES OF INTEREST  
ADOPTION OF THE AGENDA  
DEPUTATIONS  
MINUTES OF PREVIOUS MEETING  
REPORTS OF MUNICIPAL OFFICERS  
REPORTS OF COMMITTEES  
PENDING ITEMS  
ADJOURNMENT

CALL TO ORDER

DISCLOSURES OF INTEREST

CONFIRMATION OF THE AGENDA

RES THAT with respect to the January 9, 2012, Committee of the Whole  
1 Planning and Development Agenda we recommend that the agenda  
as printed including any additional information and new business be  
confirmed.

DEPUTATIONS

MINUTES OF PREVIOUS MEETING

Committee of the Whole  
Planning and Development

No Minutes for discussion.

Minutes of the Committee of the Whole Planning and Development /Administration  
and Operations meeting held on December 12, 2011, are being presented to Council  
January 9, 2012 for approval and will be submitted January 23, 2012 for discussion.

REPORTS OF MUNICIPAL OFFICERS

PLANNING DEPARTMENT

2011 Year End Report – Planning Department

6 – 8

Planning and Development 2011 Year End Report dated January 4, 2012, prepared by  
Sharron Martyn, Planner.

Committee of Adjustment

John Makkinga  
Application No. 1B/21/11

9 – 17

Application on behalf of John Makkinga on property known as Pt. S ½ Lot 2, Conc. 4  
RP 55R7611 Part 1 528 Nocholetts Road, former Geographic Township of Oliver,  
now Municipality of Oliver Paipoonge for an addition to a lot, for comment.

COMMUNITY SERVICES

2011 Year End Report – Community Services

18 – 19

Report No. 2012.03 providing Council with the 2011 Year End Report for the Community Services Department, for information.

ADMINISTRATION

CAO Report

Verbal report from Jamie Cressman, CAO.

King George’s Park  
Water Supply Agreement

At the Special Council Meeting held on December 19, 2011, Michael Carter, Barrister, Solicitor, Notary Public appeared and responded to questions. At that time Council directed that a meeting be established with the developer in January 2012.

Letter from Michael Carter dated January 3, 2012, relative to the above noted, distributed separately.

Health and Safety Policy  
Statement and Objectives

20 – 21

The Health and Safety Policy Statement and Objectives were submitted to Council at the Committee of the Whole Meeting held on October 12, 2011, at which time Council directed Administration to do a further review on the Policy Statement and Objectives and resubmit for Council approval.

Administration has prepared the Policy Statement and Objectives based on the criteria from the WSIB Workwell Core Health and Safety Audit.

RES THAT we recommend that the Health and Safety Policy Statement  
2 and Objectives for the Municipality of Oliver Paipoonge BE  
APPROVED and signed by the Mayor and Chief Administrative  
Officer.

Complaint re Excessive Discharge of Firearms on Boundary Drive

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Report No. 2012.01 providing information with respect to the above noted.

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 NEW BUSINESS	
 ADJOURNMENT	
RES 3 THAT the Committee of the Whole Planning and Development Meeting held on January 9, 2012, be adjourned the hour being _____ p.m.	

## **ANNUAL REPORT FOR OLIVER PAIPOONGE PLANNING DEPARTMENT - 2011**

The Planning Department had another busy year as noted on the statistics below. The statistics do not include the telephone calls, the Building Inspection Certificates, the zoning confirmations for building permits, certificates for consents, the letters and the walk-in traffic. The Planner works three days a week and looks after Oliver Paipoonge planning which includes accepting and processing consents, minor variances, zoning amendments and zoning inquiries, official plan etc. and oversees the draft Official Plan for Oliver Paipoonge. The OP Planning Department contracts the planning services to The Lakehead Rural Planning Board to process consent applications for Conmee, O'Connor, Gillies and Gorham and Ware Townships. The Planner is also overseeing the Official Plan Review for Gorham/Ware/Dawson Road Lots. Statistics for LRPB are also attached for your perusal.

The Administrative Assistant processes the applications and answering simple planning questions with regard to zonings for property owners or perspective purchasers and this service provided by the Assistant is extremely positive for this department. I keep her involved with the applications and she attends the meetings and is now officially the recording secretary; therefore, records and types up the minutes from the meetings and processes the decisions with the supervision of the Planner. Along with the regular day to day operation of the Planning Department, the Planner was involved in the following notable tasks in 2011, ensuring that research and information was gathered and collated for the following:

OMB Hearing for Official Plan Amendment for the Roy application

Zoning by-law for the former Municipal Office and Museum Property – which is finally complete.

Working with Administration with regard to the Phase 3 of the Rubin Industrial Park. This year will work with Surveyor to set up the sizes and locations of the lots, draft Site Specific By-laws as needed.

Assisted the Consultant with research on the Comprehensive Review for the Oliver Paipoonge Official Plan and meetings with Consultant and MMAH personnel and Administration – has been forwarded to MMAH for their approval.

Assisted the Consultant with research for the Gorham/Ware/Dawson Road Lots Official Plan Review – has been forwarded to MMAH for their approval.

Supervised two summer students that were hired to assist in the Planning Department for three months – one for Oliver Paipoonge and one for Lakehead Rural Planning Board. The students continued with updating the Municipal Zoning maps for both OP and Gorham/Ware, The main part of the one who worked for OP was to draft a new Zoning By-law incorporated both Oliver and Paipoonge zonings, review and update the definitions of all the uses and make

recommendations to the Planner and Council with regard to additional uses. This was a huge project and will be extremely beneficial when Council commences with amending the Zoning By-law. The LRPB student had less time with us updating all the changes to the Gorham/Ware Official Plan and updated the consent applications data. Excellent work accomplished by these students.

### **Committee of Adjustment**

This Committee is made up of 5 residents appointed by the Council for a four year term. The Planner has two roles when it comes to appearing before Committee – one giving planning report and the other to act as Secretary-Treasurer to the Committee of Adjustment at their meetings. As stated earlier, Adm. Assistant is now the recording Secretary. We have two new members and three experienced members. The two new members have educated themselves on the Official Plan and the Zoning By-laws and are able to make good sound planning decisions on consents.

### **Applications for consents in Oliver Paipoonge processed in 2011:**

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15 applications for new lots approved	2 applications for new lots denied
2 applications for lot additions approved	1 application withdrawn prior to hearing
1 lot for correction of title approved	Total – 21

### **Zoning**

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11 applications heard – 10 approved and one defeated

### **Lakehead Rural Planning Board Consents**

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11 applications for new lots approved	1 application for easement
1 application for minor variance approved	Total 1
1 application withdrawn prior to hearing	

### **2011 Budget**

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Revenue – Budget	49,000.00
Actual	51,535.24

Differences: main difference was LRPB fees for consent was double – more applications

Expenditures - Budget	67,500.00
Actual	67,658.02

Differences: Planner's salary will be over-budget – more meetings attended create more hours  
Student salary over on expenditures but has revenue from LRPB offset the difference

Mileage is over – did more site inspections this year  
Training is down because I didn't attend any planning workshops this year  
Materials & Supplies – over - purchased a lot of maps for OP  
Postage – over – hard to estimate but there is an increase in rate in 2012  
Projects – under – was going to have mapping done digitally but the system we purchased years ago wasn't compatible so will try again in 2012  
Planning Capital – purchased two filing cabinets instead of one  
Honorariums – under – fewer meetings this year

It appears that the Planning Department will be in a deficit position for Planning for 2011.

### **Projects for 2012**

New Zoning By-law for Oliver Paipoonge – once the OP is approved by the MMAH, the zoning by-law must reflect the Official Plan as to designation of zonings, hamlets, etc. and therefore, the zoning amendment must be completed redone for approval.

Zoning By-law for Gorham & Ware – once the review of the OP is approved, the zoning by-law will be updated - will be a LRPB cost

Mapping for Oliver Paipoonge

Mapping for LRPB – will be a LRPB cost

OMB Hearing – Roy consents 1B/14/11 and 1B/16/11

Secondary Units - just received information regarding a change to the Planning Act allowing Secondary Units in our Municipality, knew two years ago that this was being discussed but have never received any further information until it was forwarded to me yesterday – effective January 1, 2012 – will meet with CAO and do up a report at February's meeting as to exactly what will be required by Council.

### **Closing Remarks**

As I stated at the start of my report the Planning Department was busy this year and a lot of work was accomplished and thanks for the support of Council, Administration and the Boards and Committees. Looking forward to the passing of our Official Plan by MMAH and subsequently preparing the Zoning By-law in 2012 for both Oliver Paipoonge & LRPB.

Submitted by: Sharron Martyn  
09/01/12

MUNICIPALITY OF OLIVER PAIPOONGE  
COMMITTEE OF ADJUSTMENT

4569 Oliver Road, P.O. Box 10  
Murillo, ON POT 2G0

Telephone: (807)935-2613x6  
Fax: (807) 935-2161

**PUBLIC HEARING**  
**CONCERNING PROPOSED CONSENT TO SEVER A LOT ADDITION**

**RE: Application No.:** 1B/21/11  
**Name of Owner:** MAKKINGA, John  
**Location:** Pt. S1/2 Lot 2, Conc. 4 RP 55R7611 Part 1  
528 Nicholetts Road

**TAKE NOTICE** that the Municipality of Oliver Paipoonge Committee of Adjustment will hold a Public Hearing on **Thursday, January 12<sup>th</sup>, 2011**, at 7:00 p.m. at the Oliver Paipoonge Municipal Complex to consider the application for consent for a lot addition under Section 53 of the Planning Act, 1990. C.P. 13 as amended to March 30, 2007.

The consent application is located on the property known as Pt. S1/2 Lot 2, Conc. 4 RP 55R7611 Part 1 528 Nicholetts Road, former Geographic Township of Oliver, now Municipality of Oliver Paipoonge.

A key map showing the location of the lands to which the consent applies is attached.

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent to sever does not make written submissions to the Committee of Adjustment for the Municipality of Oliver Paipoonge before it gives or refuses to give a provisional consent, the Ontario Municipal Board may dismiss the appeal.

**THIS NOTICE** is sent to the applicant, to various agencies, and to surrounding property owners for their information. If you wish to be notified of the decision of the Committee of Adjustment for the Municipality of Oliver Paipoonge in respect of the proposed consent, you must make a written request to the Secretary-Treasurer, Committee of Adjustment, P.O. Box 10, Murillo, ON POT 2G0. Failure of the applicant to appear before the Committee, either in person or by agent, may result in the deferment or the cancellation of the application.

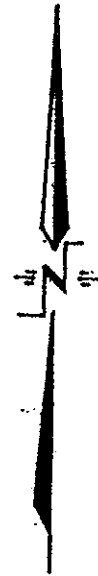
**ADDITIONAL INFORMATION** related to the proposed consent is available for inspection between 9 a.m. and 4 p.m. on Tuesday, Wednesday and Thursdays, at the Municipality of Oliver Paipoonge Office located at 4569 Oliver Road, Oliver Paipoonge Municipal Complex.

**DATED AT THE MUNICIPALITY OF OLIVER PAIPOONGE THIS, 15<sup>th</sup> DAY OF DECEMBER, 2011.**

Please see reverse for location map.

  
Sharron Martyn, Secretary-Treasurer

Application: 1B/21/11  
 Name of Owner: MAKKINGA, John  
 Location: PT S ½ Lot 2, Con 4RP 55R7611, Part 1  
 528 Nicoletts Road



PLAN OF SURVEY OF  
**PART OF THE SOUTH  
 CONCESSION IV**  
 TOWNSHIP OF OLIVER  
 DISTRICT OF THUNDER BAY  
 SCALE: 1 INCH = 200 FEET  
 P. R. MILTON O.L.S.  
 1988

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:  
 1. THIS SURVEY AND PLAN ARE CORRECT  
 WITH THE SURVEY ACT AND THE REG  
 REGULATIONS MADE THEREUNDER.  
 2. THE SURVEY WAS COMPLETED ON THE  
 1988.

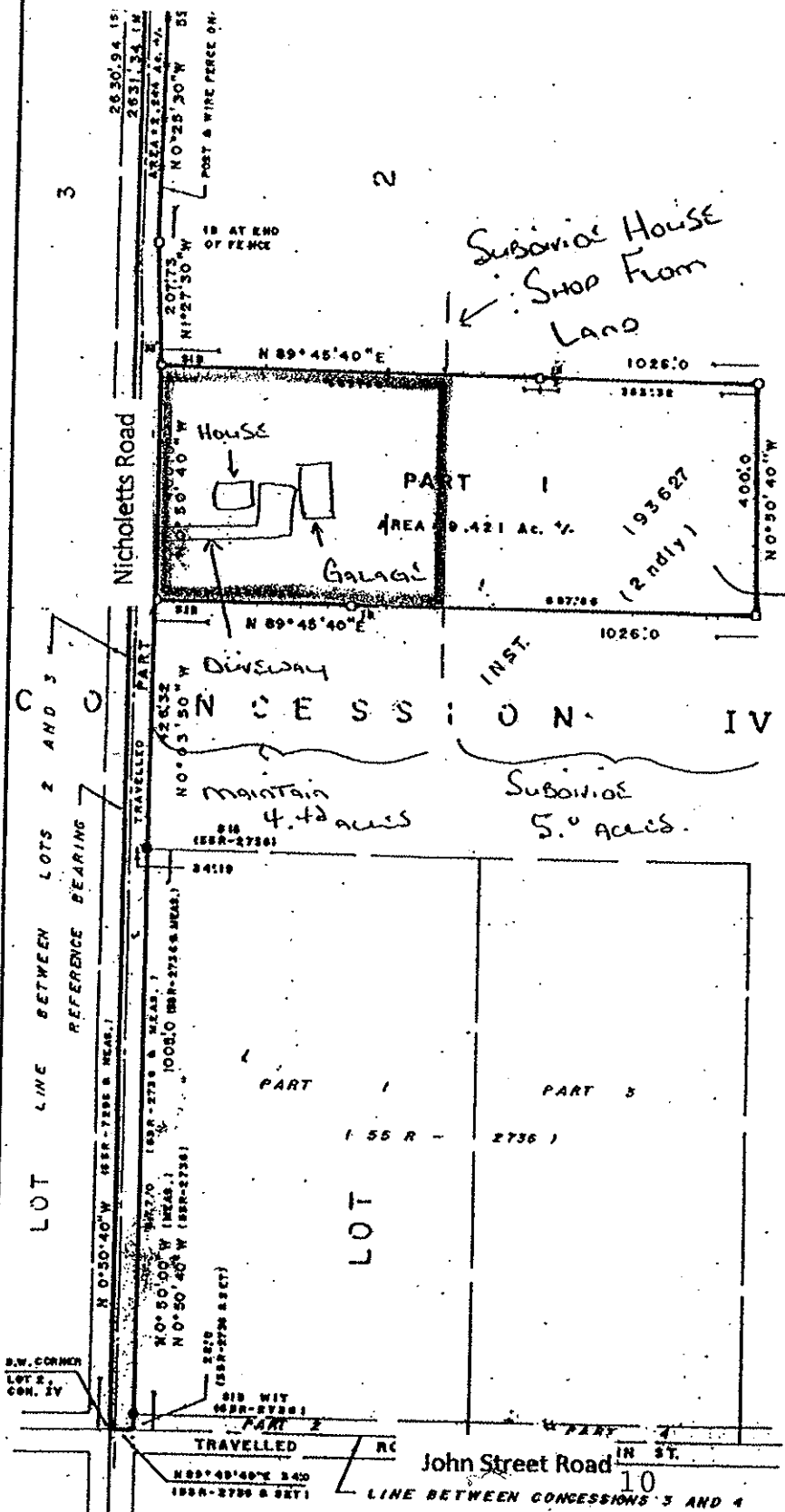
THUNDER BAY, ONT.  
 AUG. 9, 1988.

**LEGEND**

⊠ SIB INDICATES STANDARD IRON BAR  
 ⊠ IB INDICATES IRON BAR PLANTED  
 ■ INDICATES FOUND MONUMENT  
 WIT INDICATES WITNESS

**NOTE**

BEARINGS ARE ASTRONOMIC AND ARE REI  
 WEST LIMIT OF LOT 2, AS SHOWN ON DEPI  
 55R-7295 HAVING A BEARING OF N 0°



John Street Road  
 LINE BETWEEN CONCESSIONS 3 AND 4

Application Number:	18/21/11
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Name of Approval Authority: Committee of Adjustment

**Owner Information**

Full Name: makkinga John  
Last First

Address: R.R. #1 10144 John Street Road  
Street Address

Murillo Ontario POT 2G0  
City Province Postal Code

Home Phone: (807) 935-3500 Alternate Phone: (807) 628-3313

Please specify to whom all communications should be sent:

- Owner  Solicitor  Agent

**Agent Information (if applicable)**

Name: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_  
Street Address Apt/Unit #

\_\_\_\_\_  
City Province Postal Code

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

**Purpose of Application**

- Type and purpose of proposed transaction:  
 Conveyance (specify):  New Lot  Addition to Lot  
 Other (specify):  Mortgage  Lease  Easement Right-of-Way  Correction of Title
- Name of person(s) to whom land or interest in land is intended to be conveyed, leased or mortgaged:  
John Makkinga
- Relationship (if any) of person(s) named in Question 2. to Owner:  
Same
- Describe any existing easements or restrictive covenants affecting the subject land and its effect:  
None

**Land Information**

5. Location of land:

Lot(s) No: 2 PTS 1/2 Concession No: 4

Lot(s) No: \_\_\_\_\_ Registered Plan No: 5527611

Part(s) No: 1 Municipality/Township/  
Unorganized OLIVER PARISH

6. Current Official Plan designation: RURAL

7. Description of land intended to be severed:

Frontage: 400 ft metres Depth 338 ft. + - metres Area: 2.02 hectares

Existing Use: RESIDENTIAL Proposed Use: RESIDENTIAL

Number and use of buildings and structures (both existing and proposed) on the land to be severed:

NONE

8. Description of land intended to be retained:

Frontage: \_\_\_\_\_ metres Depth: \_\_\_\_\_ metres Area: 1.79 hectares

Existing use: RESIDENTIAL Proposed use: RESIDENTIAL

Number and use of buildings and structures (both existing and proposed) on the land to be retained:

RESIDENTIAL : HOUSE : GARAGE

9. Number of new lots (not including retained lots) proposed:

1

10. Type of road access for proposed lot (specify): NONE

Type of road access for retained lot (specify): DRIVEWAY OFF MILHOUSTTS ROAD

Is access by water to proposed lot? No

Is access by water to retained lot? No

11. What type of water supply is proposed? (please check appropriate boxes)

	<u>Proposed Lot</u>	<u>Retained Lot</u>
Municipally owned and operated water system	<input type="checkbox"/>	<input type="checkbox"/>
Lake	<input type="checkbox"/>	<input type="checkbox"/>
Well	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (specify): none	<input checked="" type="checkbox"/>	<input type="checkbox"/>

12. What type of sewage disposal is proposed? (please check appropriate boxes)

	<u>Proposed Lot</u>	<u>Retained Lot</u>
Municipally owned and operated sanitary sewers	<input type="checkbox"/>	<input type="checkbox"/>
Septic tank	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pit privy	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify): none	<input checked="" type="checkbox"/>	<input type="checkbox"/>

13. When will water supply and sewage disposal services be available?

N/A

14. Is any part of the land swampy or subject to flooding, seasonal wetness or erosion?

Yes     No

If yes, give details:

15. Type of soil:

Clay     Gravel     Sand     Rock

Other: \_\_\_\_\_

16. Has the Owner previously severed any land from this holding?

Yes     No

If yes, please indicate previous severances on the required sketch and supply the following information for each lot severed:

a) Grantee's name: \_\_\_\_\_

Relationship (if any) to Owner: \_\_\_\_\_

Use of parcel: \_\_\_\_\_

Date parcel created: \_\_\_\_\_

b) Grantee's name: \_\_\_\_\_

Relationship (if any) to Owner: \_\_\_\_\_

Use of parcel: \_\_\_\_\_

Date parcel created: \_\_\_\_\_

c) Grantee's name: \_\_\_\_\_

Relationship (if any) to Owner: \_\_\_\_\_

Use of parcel: \_\_\_\_\_

Date parcel created: \_\_\_\_\_

17. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision, under Section 50 of the *Planning Act*, 1990 as amended, or its predecessors?

Yes  No

If yes, provide File Number: \_\_\_\_\_

18. Is the Owner, solicitor or agent applying for addition consents in this holding simultaneously with this application, or considering applying for additional consents in the future?

Yes  No

19. Is the Owner, solicitor or agent applying for any minor variance, or permission to extend or enlarge under Section 45 of the *Planning Act*, 1990, in relation to any land that is the subject of this application?

Yes  No

If yes, provide File Number and status: \_\_\_\_\_

20. If the subject land the subject of any other application under the *Planning Act*, as amended?

Yes     No

21. If yes, provide File Number and status: ZONING AMENDMENT  
A sketch is required at the time of the filing of this application.

**Minimum requirements** will be a sketch showing the following (see sample attached):

- The **boundaries and dimensions** of the subject land and any abutting land that is owned by the Owner of the subject land.
- The **north arrow**.
- The location, size and type of all existing and proposed **buildings and structures** on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot line (metric measurements only).
- The approximate location of all **natural and artificial features** on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, rivers or stream banks, wetlands, wooded areas, wells and septic tanks.
- The **current uses** on the land that is adjacent to the subject land.
- The location, width and name of any **roads** within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way.
- If access to the subject land is by water only, the location of the **parking and docking facilities** to be used.
- The location and nature of any **easement** affecting the subject land.
- The location of all **land previously severed** from the parcel originally acquired by the current owner.
- Whether the subject land within an area of land designated under any **Provincial plan**.

**Sketch**

ATTACHED

# CERTIFICATION by the Applicant

I/We,

John Makkinga

of the Municipality of Oliver Paipoonge in the Province of Ontario,  
solemnly declare that the statements contained in this application are true, and I/we make this solemn  
declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if  
made under oath and by virtue of the *Canada Evidence Act*.

Sworn (or declared) before me at the Municipality of Oliver Paipoonge in the Province of Ontario,  
this 14th day of December 20 11

Commissioner of Oaths

Applicant/Authorized Agent

## AUTHORIZATION OF THE OWNER FOR AN AGENT TO MAKE APPLICATION

I/We authorize

(name of agent)

to act on my/our behalf in submitting this application. This application has been submitted with my/our  
full knowledge and endorsement.

Owner(s)

Date

**For Office Use Only:**

Application No:

Date completed application received:



# CORPORATE REPORT

<b>DEPARTMENT:</b> Community Services	<b>REPORT NO.</b> 2012.03
<b>DATE PREPARED:</b> January 4, 2012	<b>MEETING DATE:</b> January 9, 2012
	<b>NO. OF PAGES</b> 1 of 2
<b>SUBJECT:</b> Community Services 2011 Year End Report	

**PURPOSE**

To provide Council with the 2011 Year End Community Services Year End Report.

**BACKGROUND**

At the Committee of the Whole Meeting held on November 28, 2011, Council requested all Departments provide year end reports.

**REPORT SUMMARY**

**Landfill North**

- Construction ongoing, new road built
- New site open and slowly closing and capping off old site
- New signs installed

**Landfill South**

- Some construction completed and slowly filling up where construction was done
- New signs installed

**Murillo Hall**

- Air conditioning repaired
- Insulation done in roof
- New floor in hall

**Paipoonge Centre**

- Sold

**Kakabeka Falls Ball Complex**

- Rink repairs done
- New paint on rink
- Fencing repaired on back field
- New bleachers installed at kids field

Slate River

- Rink boards painted

Norwest Arena

- 3 successful dog shows in the summer
- Ice rentals regularly booked
- Norwest minor tournament done with 3 more to go
- UV system installed
- Strawberry Social and Health Fair were a success
- Summer students painted most of Arena

Cemetery

- 8 trees removed
- Removed many oversize shrubs by monuments

Museum

- 15 dead trees removed
- New sign installed

Summer Students

- Many compliments of the great job they did maintaining the grounds of the Municipality

Summer Playgrounds

- Successful with lots of children attending

**RECOMMENDATION**

FOR INFORMATION ONLY

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**PREPARED BY:** \_\_\_\_\_  
Kyle Bushby, Community Services Supervisor

**REVIEWED BY:** \_\_\_\_\_  
Jamie Cressman, Chief Administrative Officer, CAO

## HEALTH & SAFETY POLICY STATEMENT

The Corporation of the Municipality of Oliver Paipooonge is committed to promoting and protecting the physical and mental health of all its employees by providing a safe and healthy work environment throughout all municipal operations.

Supervisors across the municipality are accountable for the health, safety and wellness of employees under their supervisor.

Employees must protect their own and each other's health, safety and wellness by reporting hazards, participating in training, working in compliance with the law and following safe work practices and procedures established by the Municipality of Oliver Paipooonge.

The Municipality will support all employees in meeting their responsibilities. Together, we will make every effort to provide the resources necessary to create a safe, healthy and supportive work environment that will ensure safe working conditions and reduce accidents, personal injury and property damage to the benefit of all.

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Date

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Mayor

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Chief Administrative Officer

## HEALTH & SAFETY POLICY OBJECTIVES

A clean, concise policy statement reflects management's commitment, support and attitude to the health and safety program for the protection of workers.

Therefore the purpose of the health and safety program is to implement the Health, Safety and Wellness Policy.

The program will vary, depending upon the hazards encountered in a particular workplace. They will include:

- Responsibilities of workplace parties to accident prevention programs.
- Compliance to all applicable laws, policies and procedures.
- Development of departmental safety procedures and standards based on workplace hazard assessments.
- Establishment of a Joint Health and Safety Committee.
- Development of a Safety Procedures Manual.
- Provision of a workplace inspection system.
- Provision of training to all employees.
- Analysis of accidents and illness occurring in the workplace.
- Development of a means to document report, communicate and promptly address concerns of workers.

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Mayor

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Date

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Chief Administrative Officer

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Date



# CORPORATE REPORT

<b>DEPARTMENT:</b> By-Law Enforcement	<b>REPORT NO.</b> 2012.01
<b>DATE PREPARED:</b> January 3, 2012	<b>MEETING DATE:</b> January 9, 2012
	<b>NO. OF PAGES</b> 1 of 1
<b>SUBJECT:</b> Complaint re Excessive Discharge of Firearms on Boundary Drive	

**PURPOSE**

To provide Council with information following an investigation into the above noted.

**BACKGROUND**

Recently, a deputation was made to council regarding an ongoing complaint of continuous sounds of a firearm being discharged in the area of Boundary Drive. This complaint has been investigated by the Police as well as the By-law Enforcement Officer in the past.

**REPORT SUMMARY**

As the homeowner's property is situated in an area where shooting is allowed, the homeowner was allowed to discharge the firearm.

Concerns from a neighbor regarding noise safety aspects of this type of shooting were also brought forward in complaints and were also investigated.

Myself and Constable Rick Kruse (Thunder Bay Police Oliver Paipoonge Detachment) sought a legal opinion from the Assistant Crown Attorney, Trevor Jukes, to possible criminal charges against the homeowner for repetitious discharging of his firearms in his backyard.

On the 20th of December 2011, I received an e-mail from the Assistant Crown Attorney, Trevor Jukes, indicating that nothing could be done criminally regarding the firearms, but he suggested that the only avenue would be to change the noise by-law to deal with discharge of a firearm. (Oliver Paipoonge By-law #474-2007).

**RECOMMENDATION**

FOR INFORMATION ONLY.

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**PREPARED BY:** \_\_\_\_\_  
Larry Eyres, By-law Enforcement Officer

**REVIEWED BY:** \_\_\_\_\_  
Jamie Cressman, Chief Administrative Officer, CAO



**Municipality of Oliver Paipoonge  
Fire and Emergency First Response  
Officer Meeting  
- MINUTES-**

**Date:** November 15, 2011  
**Minutes Taken By:** Kimberly Vis

**Start Time:** 7:30PM  
**End Time:** 9:30 PM

**IN ATTENDANCE:**  
**REGRETS:**

Mike Horan, Sara Hagstrom, Carl Hagstrom, Sean Horan, Dave Bertrand, Stefanie Stangier, Art Stephenson, Robin Peacock, Dan Simko

AGENDA ITEM	DISCUSSION ITEMS	ACTION OR PERSON RESPONSIBLE
<p><b>Old Business</b></p> <p><b>E-Dispatching</b></p> <ul style="list-style-type: none"> <li>• Mike noted that the zone decided to purchase the E-Dispatching feature</li> <li>• The cost per station is \$280 a year and is optional for each Fire Fighters or First Responders to sign up</li> <li>• It was noted that this is not a replacement for the original paging system but is to be used as an enhancement and backup only.</li> <li>• The information can be sent through a text message with a number to call to hear the original page out as paged by CACC. The other option is to receive a phone call which will play the call</li> <li>• Disadvantage: the call back number is long distance</li> </ul> <p><b>New Paging System</b></p> <ul style="list-style-type: none"> <li>• The pager change date has been set for July 3, 2012- from analog to digital</li> <li>• Mike reported on the presentations made by CRC Communications and Spectrum Communications.</li> </ul>		

	<ul style="list-style-type: none"> <li>• CRC will provide service for \$25 per month per department for the system</li> <li>• New pagers need to be purchased</li> <li>• The coverage with the new pagers will be slightly improved from the current ones.</li> <li>• Mike reported that he has another meeting with CRC to finalize the cost.</li> <li>• Testing will be done before it is finalized</li> <li>• The cost per pager is roughly \$500</li> </ul> <p><b>Water Rescue</b></p> <ul style="list-style-type: none"> <li>• Discussion continued on the need for shore based water rescue</li> <li>• More information is to be gathered on cost and it is to be presented to Council</li> </ul> <p><b>Vehicles</b></p> <ul style="list-style-type: none"> <li>• Valley Heights is unable to take any Fire Vehicles</li> <li>• 93 was in for a regular inspection on November 15, 2011</li> <li>• 98, 94 &amp; 92 are all to go for regular inspections</li> <li>• Sand Bags should be in soon for trucks</li> </ul>	
<b>Lateral Position Changes</b>	<ul style="list-style-type: none"> <li>• A request was introduced for Carl Hagstrom to change from Training EFR Officer to SNEMS Equipment Manager</li> <li>• The Officers group approved the position change for Carl Hagstrom</li> </ul>	
<b>New Business</b>	<ul style="list-style-type: none"> <li>• It was noted that it would be useful to have a grab bag of necessity items (band aids, etc.) in each truck- so that he First Aid kit would not have to be touched for minor scrapes or paper cuts</li> <li>• Mike provided the new Call Report forms and has advised all OPFES members to use these new forms.</li> <li>• The Officers Group resolved into a “In Camera” discussion pertaining to identifiable personnel and call review</li> </ul> <p><b>Other New Business:</b></p> <ul style="list-style-type: none"> <li>• Matt Mitchell is working on his OFM College Certification</li> <li>• Sean Cooke has the 101 Course and Mod A completed- a pager is to be issued</li> <li>• Adam Daciw has completed his Mod A course</li> </ul>	
<b>New Recruits</b>	<ul style="list-style-type: none"> <li>• Paperwork has been filed for 2 new recruits</li> </ul>	
<b>Training</b>	<ul style="list-style-type: none"> <li>• Upcoming Health &amp; Safety training for recruits</li> </ul>	

<p><b>Health &amp; Safety Read- Outs</b></p>	<p>Mike Read the following News Items and Safety Reminders:</p> <ul style="list-style-type: none"> <li>• Wall Collapses on Indiana Firefighter at Blaze</li> <li>• Missouri Firefighter Ticketed while responding to Blaze</li> <li>• Electrical Vehicle Charging and NFPA Electrical Safety Codes</li> <li>• Fire Fighter Injured while responding to downed wires</li> </ul>	
<p><b>Hall Reports</b></p>	<p><b>Stanley</b></p> <ul style="list-style-type: none"> <li>• The October log has gone missing from hall</li> <li>• T94 is overdue for maintenance checkup</li> <li>• The light over R90 has gone out</li> <li>• Pavement has been fixed</li> <li>• The fan in the hall does not have an inlet</li> <li>• “Assistant to the Fire Marshall Cards” are in progress</li> <li>• Extra gas cans to be distributed</li> <li>• Stabilizer needs to be bought</li> </ul> <p><b>Rosslyn</b></p> <ul style="list-style-type: none"> <li>• Furnace on the left side of the hall is not working, the fan blows the breaker</li> <li>• Matson has been called and the new furnace is still in progress</li> </ul> <p><b>Murillo</b></p> <ul style="list-style-type: none"> <li>• The hall had 60 children for Halloween</li> <li>• New thermostat has the ability to be programmed</li> <li>• There are extra phone books at the hall if others need them</li> <li>• It was noted that when using the hall please be mindful using water</li> </ul> <p><b>Intola</b></p> <ul style="list-style-type: none"> <li>• Front lights out</li> <li>• The hall is prepared for Winter</li> </ul> <p><b>Dan Simko- Deputy Fire Chief</b></p> <ul style="list-style-type: none"> <li>• Dan noted that some fire halls have purchased four wheelers/quad runners for use with grass fires. A slip on unit can be purchased for the back of the quad runner that will hold a 100 gallon water tank</li> </ul>	

	<p><b>Art Stephenson- Prevention Officer</b></p> <ul style="list-style-type: none"> <li>• There as representation for the Poster Contest from each school</li> <li>• Thunder Bay Christian School had four winners</li> <li>• Posters are to be left up for display until December 14</li> </ul>	
	<p>Adjourn Meeting</p>	

Handouts: New Call Report Forms

**BY-LAW ENFORCEMENT MONTHLY REPORT**  
**DECEMBER 2011**

<b>Complaint</b>	<b>Description</b>	<b>Location</b>	<b>Status</b>
Animal Complaints	BARKING DOG	ROSSLYN VILLAGE	UNABLE TO LOCATE.
	DOG AT LARGE	HILL ST. KAKABEKA FALLS	KIDS OPENED THE DOOR, OWNER CAUTIONED.
	Property Standards		
MESSY YARD		BARRIE DRIVE	CLEANUP HALTED FOR WINTER
MESSY YARD		MUD LAKE ROAD	ONGOING, NOTHING HAS HAPPENED. WINTER IS NOW HERE.
VACANT BUILDINGS CHECKED		MUNICIPALITY	LIST TO BE COMPILED , FOR NOTICES TO BE SENT TO OWNERS, FOR DEMOLITION, IN 2012.
PROP/STDS. BYLAW	OFFICE	BEING FINALIZED.	

Miscellaneous	PREVIOUS NOISE COMPLAINT	BOUNDARY DRIVE	CHECKING ON A LEGAL OPINION, FROM CROWN ATTORNEY.
	POLICE MATTER	OFFICE	ADVISED COMPLAINANT TO CALL POLICE.
	LETTER DELIVERED	PLANNER'S OFFICE TO ---	GRANT THORTON
	DOG TAGS & MONEY PICKED UP.	MUNICIPALITY	GIVEN TO FINANCE DEPT.



**Municipality of Oliver Paipoonge  
Building Permits Issued In: December 2011**

Permit No.	Date Issued	Applicant Name	Cost of Construction	Construction Type	Construction Address	Roll Number	Legal Description	Permit Fee	Occupancy Permit Fee
68-11	12/08/11	Kamphof, Bernie	\$1,571,680.00	Commercial Dairy Barn	5705 Townline Road	5808240003 12800000	Con 4, N ½ Lot 1	\$2,306.23	
94-11	12/06/11	Heerema, Andy	\$250,000.00	Single Family Dwelling	469 Highway 130	5808080003 01040000	Con A, S/R PT Lot 10	\$1,300.00	\$200.00
95-11	12/04/11	Joe Micheili	\$200,000.00	Single Family Dwelling	2305 King Georges Park Drive	TBD	TBD	\$1,375.00	\$200.00
96-11	12/08/11	D. De Michele	\$190,470.00	Single Family Dwelling	4387 Oliver Road	5808240003 091020000	Con 2, PT S ½ Lot 5, RP55R1842, Part 1	\$1,010.00	\$200.00
97-11	12/19/11	D. De Michele	\$2,240.00	Demolition of Fire Damaged Building	4387 Oliver Road	5808240003 091020000	Con 2, PT S ½ Lot 5, RP55R1842, Part 1	\$0.00	
98-11	12/19/11	Solar Logic Inc.	\$50,000.00	Solar Panel Installation	3101 Arthur Street	5808080001 22500000	Con 2, N/R PT Lot 4, MR116, RP55R4101	\$150.00	
99-11	12/19/11	Per Hol Construction	\$20,000.00	Change of Use	3461 Highway 11/17	5808080001 23100000	Con 2, N/R Lot 5, MR 123, PCL 16723	\$190.00	
Cost of Construction for December 2011			\$2,282,150.00			Permit Fees for December 2011		\$6,331.23	
Cost of Construction Year-To-Date			\$10,822,554.00						



# CORPORATE REPORT

<b>DEPARTMENT:</b> Building	<b>REPORT NO.</b> 2012.02
<b>DATE PREPARED:</b> January 3, 2012	<b>MEETING DATE:</b> January 9, 2012
	<b>NO. OF PAGES</b> 1 of 1
<b>SUBJECT:</b> 2011 Year End Building Permit Summary	

**PURPOSE**

To provide Council with the 2010-2011 Year End Building Permit Summary.

**BACKGROUND**

At the Committee of the Whole Meeting held on November 28, 2011, Council requested all Departments provide year end reports.

**REPORT SUMMARY**

Building Permit Summary 2010-2011

Permit type	2010	2011	Increase/Decrease
Dwellings	22	30	28%
Accessory Buildings	26	32	23%
Farm Buildings	3	7	125%
Additions and Alterations	13	5	(-120%)
Commercial Construction	7	2	(-200%)
Demolition	7	13	90%
Other	9	10	
Total permits	87	99	14%

	2010	2011
Total Construction Value	\$8,691,320	\$10,822,554
Permit Fees	\$48,790.50	\$56,706.55

**RECOMMENDATION**

**FOR INFORMATION ONLY**

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**PREPARED BY:** \_\_\_\_\_  
Tom Butler, Chief Building Official

**REVIEWED BY:** \_\_\_\_\_  
Jamie Cressman, Chief Administrative Officer, CAO

**MUNICIPALITY OF OLIVER PAIPOONGE  
NOVEMBER 10, 2011 MEETING OF THE  
COMMITTEE OF ADJUSTMENT  
MINUTES**

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**Date:** Thursday, November 10, 2011

**Members present:** Lorraine Strickland  
Wayne Barrie  
Raymond Ree  
Don Quinte  
Jim Cassan  
Sharron Martyn, Secretary Treasurer  
Kimberly Vis, Recording Secretary

**Also present:** N/A

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1. The meeting was opened and the agenda was accepted.

(Noted that the Secretary Treasurer was unable to stay for the entire meeting therefore the recording secretary will be the acting secretary for this meeting)

**Resolution #038-2011**

**MOTION:** Moved by Lorraine Strickland  
Seconded by Jim Cassan

THAT the November 10, 2011 meeting of the Oliver Paipoonge Committee of Adjustment is opened and the agenda approved, the time being 7:00 p.m.

**CARRIED**

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2. Declaration of Interest – None Noted.

3. **APPLICATIONS:**

The Acting Secretary noted that 1B/14/11 and 1B/16/11 continued to be deferred and will be heard at the December meeting.

The Acting Secretary introduced 1B/18/11- Peter and Cindy Haniak

1B/18/11- Peter & Cindy Haniak

The Acting Secretary read the application and the comments from Lakehead Region Conservation Authority, Ministry of Transportation, and the Planners Report. No opposition to these reports were noted.

The Chair asked for anyone from the floor to speak in favour of the application- none noted.

The Chair asked for comments from the floor to speak against the application- none noted.

There were no further comments on this application.

**Resolution #039-2011**

MOTION: Moved by Lorraine Strickland  
Seconded by Jim Cassan

THAT the application 1B/18/11 for a proposed new lot from the property known as Con 2, N/R PT Lot 3, RP 5R9422, Part 2 in the former geographic township of Paipoonge, now the Municipality of Oliver Paipoonge owned by Cindy & Peter Haniak as set forth in the application be approved with conditions.

CARRIED

- 4. The minutes from the October 13, 2011 meeting for approval.

**Resolution #040-2011**

MOTION: Moved by Raymond Ree  
Seconded by Don Quinte

THAT the Minutes for the October 13, 2011 meeting of the Committee of Adjustment be approved as amended.

CARRIED

- 5. New Business

- It was noted that the Oliver Paipoonge Christmas Party has been cancelled.
- An Application has been received so there will be a meeting in December.
- Comments about receiving information ahead of the meeting was addressed and it was noted that when information comes in it will be emailed to the members when possible.

No further new business was noted.

- 6. The meeting was adjourned.

**Resolution #041-2011**

MOTION: Moved by Don Quinte  
Seconded by Raymond Ree

THAT the November 10, 2011 meeting of the Committee of Adjustment be adjourned, the time being 7:30 p.m.

CARRIED

  
Chairman

  
Acting Secretary

Oliver Paipoonge Public Library Board of Directors' Meeting  
Wednesday December 7<sup>th</sup> 2011 Murillo Branch 6:30pm.

**Present:** Susan deBoer, Jackie Cearnas, Eric Collingwood, Doug McChristie, Maxine McCulloch, Rena Patton and Annette Pugh.

**Regrets:** None.

**Approval of Agenda**

A motion to approve the agenda of December 7<sup>th</sup> 2011 was made by Susan deBoer and seconded by Annette Pugh. Carried.

**Conflict of Interest.** None.

**Approval of Minutes.**

A motion to approve the minutes of November 9<sup>th</sup> 2011 was made by Annette Pugh and seconded by Susan deBoer. Carried.

**Business arising from the Minutes.**

Conmee proposal denied by Council. Will revisit this issue .

Staff retirement party – plans discussed. Thursday December 15<sup>th</sup> 2011 Rosslyn Branch. 6:00- 8:00pm.

Approval from Council to submit Trillium Grant Application for Ontario Public Libraries on behalf of Council.

**Correspondence.** OLSNB nominations and job descriptions. See Maxine if interested.

**Financial Report (attached)**

Income statement and year to date budget attached.

A motion to approve the Income Statement from Nov 1/2011 to Nov 30/2011 was made by Rena Patton and seconded by Doug McChristie. Carried.

Income Statement signed by Chairperson, Jackie Cearnas.

Draft budget discussion.

Audit payment – defer discussion until January.

**New Business/CEO Report.**

Discussion re: Rick Hansen Relay

O'Connor Township tax mailings, including Library information, will be mailed out by February 1<sup>st</sup> 2012.

New program on our website to access our collection.

**Monthly Library Report (attached)**

**4 Year Plan.** Discussion.

Read and add on items in Strategic Plan.

Book Budget Campaign – focus on fundraising.

**Motion to adjourn.** A motion to adjourn was made by Annette Pugh and seconded by Rena Patton. Carried.

**Next meeting.**

TUESDAY JANUARY 10<sup>th</sup> 2012 6:30pm. Murillo Branch.

A Christmas Social was enjoyed by all after the meeting.



# Lakehead Region Conservation Authority

Conserve Today...For A Better Tomorrow

Minutes of the Tenth Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, November 16, 2011, in the Authority Boardroom. The Chairman called the Meeting to order at 4:30 p.m.

<b>PRESENT:</b>	Bill Bartley, Chairman	4:30 p.m. – 5:43 p.m.
	Donna Blunt, Vice-Chairman	4:30 p.m. – 5:43 p.m.
	Grant Arnold	4:30 p.m. – 5:43 p.m.
	Ken Boshcoff	4:30 p.m. – 5:43 p.m.
	Jim Byers	4:30 p.m. – 5:43 p.m.
	Ed Chambers	4:30 p.m. – 5:43 p.m.
	Rick Kieri	4:30 p.m. – 5:43 p.m.
	Gary Murchison	4:30 p.m. – 5:43 p.m.
	Ziggy Polkowski	4:30 p.m. – 5:43 p.m.
	Linda Rydholm	4:30 p.m. – 5:43 p.m.
	Jim Vezina	4:30 p.m. – 5:43 p.m.

## **ALSO**

<b>PRESENT:</b>	Mervi Henttonen, General Manager/Secretary-Treasurer
	Tammy Cook, Watershed Manager
	Michelle Sixsmith, Water Resources Technologist, part of Meeting
	Julie Beach, Source Water Protection Manager, part of Meeting
	Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

### **1. ADOPTION OF AGENDA**

Resolution #148/11

Moved by Donna Blunt, Seconded by Ed Chambers

*"THAT: the Agenda is adopted as published." CARRIED.*

### **2. DISCLOSURE OF INTEREST**

None.

### **3. PRESENTATION**

Members were provided with a presentation of the project that Staff participated with Staff from the Department of Fisheries and Oceans to photograph and film the state of the Oliver Lake shoreline. The photographs will be a very useful tool for the administration of our Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations.

2

4. MINUTES OF PREVIOUS MEETING

Resolution #149/11

Moved by Ed Chambers, Seconded by Donna Blunt

*"THAT: the Minutes of the Lakehead Region Conservation Authority Ninth Regular Meeting held on Wednesday, October 19, 2011, together with the In-Camera portion are adopted as published." CARRIED.*

5. DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES REGULATION

Members were provided with the Hearing Procedures for Applications submitted under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation.

The Applicants were provided with a copy of their Hearing Procedure and their respective Application.

(a) File: Application #41/11

Members reviewed and discussed Application #41/11 submitted by Donald Morin. The Applicant is proposing to replace the existing timber retaining wall with a new concrete retaining wall for landscaping purposes within the Lake Superior Shoreline Regulated Area. Staff recommended approval of this Application.

Resolution #150/11

Moved by Rick Kieri, Seconded by Jim Vezina

*"THAT: Application #41/11 submitted under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be approved." CARRIED.*

(b) File: Application #42/11

Members reviewed and discussed Application #42/11 submitted by Teresa and John Santarossa. The Applicant is proposing to construct a 3.0 x 9.1 metre (10 x 30 foot) wooden deck on the south side of the existing dwelling adjacent to the Neebing River. Staff recommended approval of this Application.

Resolution #151/11

Moved by Jim Vezina, Seconded by Donna Blunt

*"THAT: Application #42/11 submitted under the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation be approved." CARRIED.*

6. SOURCE PROTECTION PLANNING

Members reviewed and discussed items contained in the Source Water Protection Planning Agenda.

7. IN-CAMERA SESSION

Resolution #152/11

Moved by Jim Vezina, Seconded by Ed Chambers

*"THAT: we now go into Committee of the Whole (In-Camera) at 4:48 p.m." CARRIED.*

Resolution #153/11

Moved by Donna Blunt, Seconded by Ed Chambers

*"THAT: we go back into Open Meeting at 4:51 p.m." CARRIED.*

The purpose of the In-Camera Meeting pertained to property.

8. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) File: Annual Report

Members were provided with the draft text of the 2011 Annual Report for review and approval. A template with pictures circulated at the Meeting.

Members were advised the 2011 Annual Report will be distributed early in January 2012 to all residences in our watershed in addition to the other Conservation Authorities, applicable federal and provincial governments, member municipal councils, etc.

9. CORRESPONDENCE

(a) File: Provincial Government

For the Board's information, correspondence from Michael Gravelle, MPP, Thunder Bay-Superior North, acknowledging our congratulatory note on his recent re-election was noted.

(b) File: City of Thunder Bay

For the Board's information, correspondence from the Mayor Keith Hobbs attaching a copy of the City of Thunder Bay's 2010 Annual Report was noted.

(c) File: Conservation Ontario

Correspondence from Conservation Ontario (CO) as detailed in the Agenda was reviewed and discussed.

- (d) File: Printed Material

Printed material was circulated.

10. MINUTES

- (a) File: Lakehead Conservation Foundation

For the Board’s information, the Monday, August 15, 2011, Minutes which the Foundation adopted at their Meeting on Monday, October 17, 2011 was noted.

- (b) File: Water Working Group

For the Board’s information, the Minutes of the Water Working Group Meeting held on October 18, 2011 were noted.

11. TREASURER’S REPORT

Members were provided with the Treasurer's Report for revenue received and expenses incurred during the month of August together with financial information related to the Vehicle and Equipment Program and Hazelwood Lake Nature Centre.

Members were advised that the Sage Simply Accounting software has been installed on the applicable computers.

Members reviewed and discussed the revised 2011 LRCA Summary of Fees which now notes which items are subject to collection of HST and which are exempt of HST. Members also adopted the recommendation to amend the 2011 List of Fees effective January 1, 2012.

Resolution #154/11

Moved by Jim Byers, Seconded by Rick Kieri

*“THAT: the Board adopts the Staff recommendation to amend the 2011 List of Fees effective January 1, 2012.” CARRIED.*

Members reviewed and discussed the Reserve Account Policy that was adopted November 2006. Members advised Staff that instead of a five year review they would like a two year review and that the reserve cap remain as is for the Vehicle/Equipment Program.

Resolution #155/11

Moved by Jim Byers, Seconded by Rick Kieri

*“THAT: the Lakehead Region Conservation Authority Board adopts the Staff Report related to Reserve Funds dated November 14, 2011 as amended.” CARRIED.*

Members were provided with the Authority’s 2012 LRCA calendar for distribution at their municipal offices.

Members set June 13, 2012 as the date for the proposed tour of facilities available at Hazelwood Lake Conservation Area together with presentations related to the role and mandate of the Conservation Authority.

Members were provided an update on the 2011 Floodway dredging project.

Members reviewed and discussed the Pine River Watershed Assessment Report.

Resolution #156/11

Moved by Rick Kieri, Seconded by Jim Byers

*“THAT: the Pine River Watershed Assessment is received AND FURTHER THAT copies will be provided to the Member Municipalities where the studies occurred.” CARRIED.*

Members were provided with an update on the status of the water treatment system at the Hazelwood Lake Nature Centre. It was noted that Staff have met with Ambiance Catering and the Caterers are in the process of reviewing the Draft Agreement with execution of the Agreement to follow.

Members were advised that as part of the Provincial Groundwater Monitoring Network (PGMN) agreement a new well has been drilled at the Neebing River Gauge site as part of the Canada Ontario Agreement Climate Change Integrated Monitoring Program.

**12. PASSING OF ACCOUNTS**

Resolution #157/11

Moved by Rick Kieri, Seconded by Ziggy Polkowski

*“THAT: having examined the accounts for the period of October 1 to October 31, 2011 cheque #2540 to 2584 totalling \$505,698.44, we approve their payment.” CARRIED.*

Pre-authorized payment through our Current Account during the month of October was detailed in the Agenda.

**13. GREAT LAKES – LAKE SUPERIOR UPDATES**

No new updates.

**14. PROJECTS UPDATE**

Members reviewed and discussed the written updates on various projects as detailed in the Agenda.

Members reviewed and discussed the Conservation Area Traffic Counter Report. It was noted due to vandalism to the counter at the Silver Harbour Conservation Area the analysis was not able to be completed and will be attempted at that Area in 2012 along with Mission Island Marsh Conservation Area

Resolution #158/11

Moved by Ziggy Polkowski, Seconded by Linda Rydholm

*"THAT: the Staff Report entitled Cascades Conservation Area Traffic Counter Report, dated November 2011 is received AND FURTHER THAT the recommendations contained therein are endorsed." CARRIED.*

Members were provided an update on Workshops attended by Staff.

Members were provided with an update on off-leash animals at the Conservation Areas. It was noted that City By-law enforcers along with Staff will be conducting unannounced checks of the Conservation Areas starting in 2012.

For the Board's information, a Teen Challenge Ice Fishing Derby is proposed for March 3, 2012, at the Silver Harbour Conservation Area. Staff have provided Teen Challenge with our requirements.

Members were advised that the Mission Island Marsh Conservation Area, Waterfowl Viewing Day, had the same attendance as prior years. A more structured event will be prepared for 2012.

**15. PLAN INPUT AND REVIEW**

The plan input and review for the period October 20, 2011 to November 16, 2011 was circulated. The binder also contained the monthly summary submitted to Department of Fisheries and Oceans as per our Agreement.

**16. NEW BUSINESS**

No new business.

**17. NEXT MEETING**

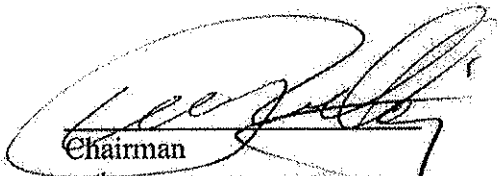
Wednesday, December 14, 2011, at 4:00 p.m.

**18. ADJOURNMENT**

Resolution #159/11

Moved by Grant Arnold, Seconded by Donna Blunt

*"THAT: the time being 5:43 p.m. AND FURTHER THAT there being no further business THAT we adjourn." CARRIED.*

  
Chairman

  
General Manager/Secretary Treasurer



7

# Lakehead Region Conservation Authority

Conserve Today...For A Better Tomorrow

Minutes of the First Special Meeting of the Lakehead Region Conservation Authority held on Wednesday, November 30, 2011, in the Authority Boardroom. The Chairman called the Meeting to order at 5:10 p.m.

<b>PRESENT:</b>	Bill Bartley, Chairman	5:10 p.m. – 5:18 p.m.
	Donna Blunt, Vice-Chairman	5:10 p.m. – 5:18 p.m.
	Grant Arnold	5:10 p.m. – 5:18 p.m.
	Ken Boshcoff	5:10 p.m. – 5:18 p.m.
	Jim Byers	5:10 p.m. – 5:18 p.m.
	Ed Chambers	5:10 p.m. – 5:18 p.m.
	Rick Kieri	5:10 p.m. – 5:18 p.m.
	Jim Vezina	5:10 p.m. – 5:18 p.m.

**ALSO**

**PRESENT:** Mervi Henttonen, General Manager/Secretary-Treasurer  
Tammy Cook, Watershed Manager

**ABSENT:** Gary Murchison  
Ziggy Polkowski  
Linda Rydholm

1. **ADOPTION OF AGENDA**

Resolution #1/11

Moved by Donna Blunt, Seconded by Jim Vezina

*"THAT: the Agenda is adopted as published." CARRIED.*

2. **DISCLOSURE OF INTEREST**

None.

3. **MARKETING PRODUCT**

Members were provided with a Staff proposal for a marketing product related to ordering t-shirts which would be available for sale marketing our Mission Island Marsh Conservation Area as a possible Christmas gift or throughout the year. The Board agreed with the concept but requested that the logo on the t-shirt be a stylized blue heron which are prevalent at this Conservation Area. A total of ten dozen t-shirts will be ordered. Funds expended on the purchase of the t-shirts would be recouped through sale of the

product to the general public via various means. Net funds raised would go towards our 2012 Environmental Education program.

Resolution #2/11

Moved by Grant Arnold, Seconded by Ed Chambers

*"THAT: the Staff Report related to a marketing product is received AND FURTHER THAT the recommendation contained therein is endorsed as amended."*

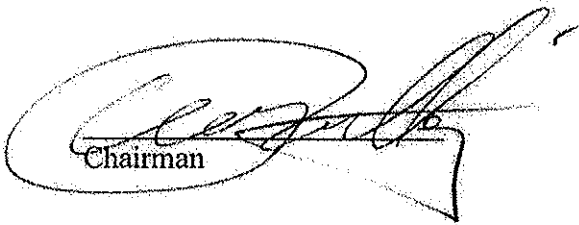
Members were advised that the 2012 Marketing Strategy related to the Explorer Card and Map, advertising, Conservation Areas, merchandise, environmental education and logo, new special events, etc. will be provided at the December Meeting.

4. ADJOURNMENT

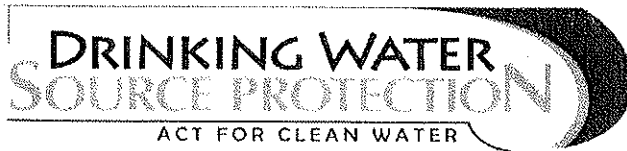
Resolution #3/11

Moved by Ken Boshcoff, Seconded by Jim Vezina

*"THAT: the time being 5:18 p.m. AND FURTHER THAT there being no further business THAT we adjourn." CARRIED.*

  
Chairman

  
General Manager/Secretary Treasurer



Lakehead Region  
Conservation Authority  
Conserve Today...For A Better Tomorrow  
**LAKEHEAD SOURCE PROTECTION AREA**

## **MINUTES OF THE SECOND SPECIAL LAKEHEAD SOURCE PROTECTION COMMITTEE MEETING**

Minutes of the Second Special Meeting of the Lakehead Source Protection Committee held on Wednesday, November 23, 2011, at the Holiday Inn. The Chairman called the Meeting to order at 4:00 p.m.

### **MEMBERS PRESENT:**

Bob Hartley, Chairman  
Ken McWhirter, Vice Chairman  
Bernie Kamphof  
Jim Vukmanich  
Paul McAlister  
Robert Stewart  
Veikko Long  
Hartley Multamaki  
Ross Chuchman  
Guy Jarvis

### **LIAISON MEMBERS PRESENT:**

Mervi Henttonen, LRCA General Manager/Secretary-Treasurer  
Chris Beveridge, Thunder Bay District Health Unit Liaison

### **ALSO PRESENT:**

Julie Beach, Source Water Protection Manager  
Neal Zago, Source Protection Communications Officer  
Tammy Cook, LRCA Watershed Manager  
Syl Menic, Menic Planning

### **1. ADOPTION OF AGENDA BY CONSENSUS**

Agenda adopted by consensus.

### **2. DISCLOSURE OF INTEREST**

None.

### **3. BUSINESS ARISING FROM PREVIOUS AGENDA**

It was noted that the Draft Strategic Action Policy for the City of Thunder Bay has been sent for Pre-Consultation. Comments are expected back in early December and will be included in the Draft Source Protection Plan. The policies have been forwarded to the Manager of the Environmental Division, Kerri Marshall.

#### **4. SOURCE PROTECTION PLANNING**

It was noted that comments from Pre-Consultation have been received from the Thunder Bay District Health Unit and Ministry of Municipal Affairs and Housing. The comments from the Thunder Bay District Health Unit have been included in the Draft Source Protection Plan.

It was noted that the comments from Oliver-Paipouge will be received in early December.

It was noted that Ontario Ministry of Agriculture, Food and Rural Affairs comments have been delayed and it is anticipated that they will be received in early December.

The Committee was provided with the Draft Source Protection Plan for their review and comments. It was noted that after the Meeting Staff would be collecting the Committee's Draft Source Protection Plan comments in order to make all necessary changes.

For information purposes, the Committee was provided two documents on preparing the Explanatory Document. It was noted that the explanatory Document, which is currently Chapter 8 in the Source Protection Plan, could be turned into an Appendix or a separate document at the discretion of the Director.

#### **5. SOURCE PROTECTION COMMITTEE**

For information purposes, the Committee was provided with a paper titled "The Value of Water". Also provided was the Blue Economy Initiative's First Report, titled "Running through our fingers: How Canada Fails to Capture the Value of its Top Asset".

#### **6. CORRESPONDENCE**

##### **(a) File: Email from Katie Fairman after November 3, 2011 Meeting**

An email from Katie Fairman regarding our Source Protection Plan timeline and changes to be expected in the coming months was provided.

It was noted that the Committee will be giving the City of Thunder the full 30 days for the Pre-Consultation comments and the Committee should receive all comments well before the scheduled Draft Source Protection Plan Consultation period beginning on January 9, 2011.

#### **7. ENVIRONMENTAL SCAN**

Lakehead Region Conservation Authority Calendars were provided to the Committee.

#### **8. NEW BUSINESS**

It was noted that dates for the Draft Source Protection Plan public open house dates have not been booked yet, but Staff anticipate that they will be determined in the coming weeks.

9. **NEXT MEETING**

Wednesday, December 7, 2011.

10. **ADJOURNMENT BY CONSENSUS**

Meeting adjourned by consensus at 4:20 p.m.

**THUNDER BAY DISTRICT HEALTH UNIT**

**MINUTES OF MEETING: BOARD OF HEALTH**

**DATE: NOVEMBER 15, 2011**

**TIME: 1:00 P.M.**

**PLACE: BOARD ROOM**

**CHAIR: MS. MARIA HARDING**

**BOARD MEMBERS PRESENT:**

Ms. C. Bryson  
Mr. J. Daiter  
Mr. T. Fox  
Mr. N. Gale  
Ms. C. Gillies  
Ms. M. Harding  
Mr. J. Masters  
Ms. B. Metzler  
Ms. D. Robinson  
Mr. A. Ruberto  
Ms. L. Turk

**ADMINISTRATION PRESENT:**

Mr. D. Heath, Chief Executive Officer  
Dr. D. Williams, Medical Officer of Health  
Mr. K. Allan, Director – Health Protection  
Mr. K. Ranta, Director – Health Promotion  
Ms. G. Daniels, Manger – Finance & Strategic  
Quality Initiatives  
Ms. B. Moro, Executive Assistant to the Medical  
Officer of Health and Chief Executive Officer  
and Secretary to the Board of Health

**REGRETS:**

Ms. G. Garbutt  
Mr. B. Kamphof  
Mr. J. MacEachern  
Mr. J. Virdiramo

**The Chair called the meeting to order at 1:00 p.m.**

**1. ATTENDANCE AND ANNOUNCEMENTS**

The following announcements were made at the meeting:

- Letter from the Honourable Deb Matthews, Minister of Health and Long-Term Care announcing the appointment of Dr. David Williams to the position of Medical Officer of Health at TBDHU

**2. DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

**3. AGENDA APPROVAL**

The following items were added to the agenda:

- In Camera meeting cancelled
- Memorandum from the Manager – Finance, dated November 14, 2011, relative to Report No. 94-2011 – 2012 Mandatory Core Budget
- Board of Health Retreat

Resolution No.: 154 – 2011

MOVED BY: Mr. J. Daiter  
SECONDED BY: Ms. C. Bryson

THAT the Agenda for the Regular Board of Health Meeting to be held on November 15, 2011, be approved, as amended.

CARRIED

**4. INFORMATION SESSION**

There was no information session scheduled for this meeting.

**5. MINUTES OF THE PREVIOUS MEETINGS**

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Meeting held on October 18, 2011, to be approved.

Resolution No.: 155 – 2011

MOVED BY: Ms. C. Bryson  
SECONDED BY: Mr. J. Daiter

THAT the Minutes of the Thunder Bay District Board of Health Meeting held on October 18, 2011, be approved, as amended.

CARRIED

5.2 Executive Committee Meeting

The Minutes of the Executive Committee Meeting held on October 17, 2011, will be presented for approval at an Executive Committee meeting to be held on November 15, 2011, and was distributed at the meeting to the Board of Health for information.

**6. MATTERS ARISING FROM PREVIOUS MINUTES**

There were no matters arising from the previous minutes.

**7. DECISIONS OF THE BOARD**

**7.1 Reserve & Reserve Fund Strategy - Update**

Report No. 92-2011 relative to providing an update to the reserve fund strategies in accordance with the Reserve & Reserve Fund Policy.

Direction was provided to Administration to seek out opportunities to increase the amount of interest earned on investments.

Resolution No.: 156 – 2011

MOVED BY: Ms. B. Metzler  
SECONDED BY: Ms. D. Robinson

THAT with respect to Report No. 92 – 2011 (Finance), we recommend that the Reserve Fund strategies be approved as presented;

AND THAT the balance of the year end municipal surplus at December 31, 2011, if any after repayment of the outstanding 2011 municipal levy funding contribution of \$55,000, and the repayment of the local share of the One-Time grant for the Medical Officer of Health Recruitment to the Program Contingency Reserve Fund, be transferred into the Capital Expenditure Reserve Fund;

AND THAT the limit of the \$1 Million principal contribution to the Capital Expenditure Reserve Fund be temporarily suspended;

AND THAT any year end surplus or deficit from the Land Development Program be transferred into or withdrawn from the Land Development Reserve Fund, respectively;

AND THAT an update of the Reserve Fund strategies be presented annually to the Board of Health.

CARRIED

**7.2 2012 Mandatory Core and Related Program Budgets**

Report No. 94-2011 (Finance) relative to providing the Board of Health with the proposed 2012 Mandatory Core (MCP) and Related Program Budget.

7. DECISIONS OF THE BOARD (Continued)

7.2 2012 Mandatory Core and Related Program Budget (Continued)

Attachment 1	Consolidated 2012 Cost-Shared Budget Summary
Attachment 2	Municipal Levy Distribution
Attachment 3	Summary of Full Time Equivalent Changes (Cost-Shared Programs)
Attachment 4	2012 Mandatory Core (Cost-Shared) Divisional Summary was distributed at the meeting
Attachment 4B	Accountability Agreement Performance Indicators and Related Program
Attachment 5	Land Development Program Budget
Attachment 6	100% Infectious Disease Program Budget
Attachment 7	100% Infection Prevention and Control Program Staff Budget
Attachment 8	100% PHN Initiative Program Budget
Attachment 9	100% Needle Exchange Program Initiative
Attachment 10	100% Enhanced Food Safety – Haines Initiative
Attachment 11	100% Enhanced Safe Water Initiative
Attachment 12	Summary of Full Time Equivalents for 100% Program Budgets

Memorandum from Ms. G. Daniels, Manager – Finance & Strategic Quality Initiatives, dated November 14, 2011, providing additional information relative to the above noted was placed on the desks.

Resolution No.: 157 – 2011

MOVED BY: Mr. A. Ruberto  
SECONDED BY: Mr. T. Fox

THAT with respect to Report No. 94 – 2011 (Finance), we recommend that:

1. the 2012 Mandatory Core (Cost-Shared) budget be approved at \$12,753,418 including 123.43 net FTEs, for submission to the Ministry of Health and Long-Term Care;
2. the Municipal Levy be set at \$2,749,722;
3. an amount of \$12,395 be provided from the Program Contingency Reserve Fund, and replenished on a priority basis through Year End municipal surpluses;
4. the Health Promotion Division User Fee Schedule be revised to eliminate the Pre-Natal fee;
5. the Land Development Program budget be approved at \$172,000 Revenues and \$171,989 Expenditures, with 2.0 FTEs;
6. the 100% Infectious Disease budget be approved at \$555,582 Revenues and Expenditures, with 5.0 FTEs, and submitted to the Ministry of Health and Long Term Care;

7. DECISIONS OF THE BOARD (Continued)

7.2 2012 Mandatory Core and Related Program Budget (Continued)

7. the 100% Infection Prevention & Control budget be approved at \$86,624 Revenues and Expenditures, with 1.0 FTE, and submitted to the Ministry of Health and Long- Term Care;
8. the 100% PHN Initiative budget be approved at \$150,368 Revenues and Expenditures, with 2.0 FTE and submitted to the Ministry of Health and Long-Term Care;
9. the 100% Needle Exchange Program Initiative budget be approved at \$81,378 and submitted to the Ministry of Health and Long-Term Care;
10. the 100% Enhanced Food Safety (Haines Initiative) budget be approved at \$47,864 and submitted to the Ministry of Health and Long-Term Care;
11. the 100% Enhanced Safe Water Initiative budget be approved at \$15,500 and submitted to the Ministry of Health and Long Term-Care;
12. the Chief Executive Officer and Manager of Finance & Strategic Quality Initiatives be authorized to complete any administrative requirements of the respective budget submission processes, as required; and
13. the Chief Executive Officer and Manager of Finance & Strategic Quality Initiatives be authorized to arrange appropriate financing for the funding of the Health Unit operations if required.

CARRIED

7.3 2012 Annual Meeting Date

Report No. 100-2011 (Chief Executive Officer) relative to establishing the date of the 2012 Annual Meeting of the Thunder Bay District Board of Health.

Resolution No.: 158 – 2011

MOVED BY: Mr. A. Ruberto  
SECONDED BY: Mr. T. Fox

THAT with respect to Report No. 100-2011 (Chief Executive Officer) we recommend that the 2012 Annual Meeting of the Board of Health be held on Tuesday, January 17, 2012 at 1:00 p.m.

CARRIED

At this time, Ms. M. Harding, Chair of the Board announced that Ms. Catherine Gillies had resigned from the Board of Health due to personal reasons. A certificate and letter were presented to Ms. Gillies. It was the consensus of the Board to hold a short break to wish Ms. Gillies well.

**8. STANDING REPORTS**

**8.1 Medical Officer of Health Report**

Report No. 101-2011 (Medical Officer of Health) relative to providing an update to the Board from Dr. D. Williams, Medical Officer of Health, for information.

Dr. D. Williams, Medical Officer of Health (A) appeared before the Board, provided an overview of his report and responded to questions.

Resolution No.: 159 – 2011

MOVED BY: Mr. T. Fox  
SECONDED BY: Ms. C. Gillies

WHEREAS prior to 2005 all the programs and services denoted in the Mandatory Programs and Services Guidelines were under one branch/division of the Ministry of Health and Long Term Care;

AND WHEREAS since the revision of the standard programs and services delivered by local Health Units in Ontario as the Ontario Public Health Standards includes a number of components under the previous Ministry of Health Promotion and Sport (MHPS), the Ministry of Child and Youth Services (MCYS) and the Ministry of Health and Long Term Care(MOHLTC) there have been challenges in the coordination of all the programs at the local level so as to meet the funding, service delivery targets and evaluation of three different Ministries;

AND WHEREAS the newly elected Liberal government has chosen to not appoint a cabinet position for a Ministry of Health Promotion and Sport or announced any revisions accordingly;

THEREFORE BE IT RESOLVED THAT with respect to Report No. 101-2011 (Medical Officer of Health) we request that the Minister of Health and Long Term Care realign the various Ministries' staff and budgets for all the programs and services denoted in the Ontario Public Health Standards under the Public Health Division, within the Ministry of Health and Long Term Care;

AND THAT copies of this resolution be forwarded to the Minister of Health and Long Term Care, local MPP's, the Chief Medical Officer of Health and to all Local Public Health units in Ontario.

CARRIED

**8. STANDING REPORTS (Continued)**

**8.2 Health Promotion**

Report No. 97-2011 (Health Promotion) relative to providing an update to the Board on the Health Promotion Department, for information.

Mr. K. Ranta, Director -- Health Promotion appeared before the Board, provided an overview of his report and responded to questions.

It was requested that a card of recognition be sent to Ms. Hansen from the Board of Health relative to Attachment 1 in the above noted report.

**8.3 Health Protection**

Report No. 98-2011 (Health Protection) relative to providing an overview to the Board of Health, relative to the above noted, for information.

Mr. K. Allan, Director – Health Protection appeared before the Board, provided an overview of his report and responded to questions.

**8.4 Chief Executive Officer and Administrative Services**

Report No. 99-2011 (Chief Executive Officer) relative to providing an update to the Board on the Business Administrative Services Department and CEO's Office, for information.

Mr. D. Heath, Chief Executive Officer appeared before the Board and provided an overview of his report.

**9. NEW BUSINESS**

**9.1 Interim Financial Reports as at September 30, 2011**

Report No. 93-2011 (Finance) relative to providing Interim Financial Reports for the Quarter Ended September 30, 2011, for information.

Attachment 1 - Financial Position – Cost-Shared Programs was printed in the agenda.  
Attachment 2 - Financial Position – 100% Funding Initiatives was printed in the agenda.  
Attachment 3 - Financial Position – 100% Funded Programs was printed in the agenda.  
Attachment 4 - Financial Position – Land Development Program was printed in the agenda

**9.2 In Camera Meeting**

The In Camera Meeting was cancelled by Administration.

**10. OTHER BUSINESS**

10.1 Board of Health Retreat

A discussion was held relative to the time of the Board of Health Retreat. The Board Retreat will be held prior to the meeting in February.

**11. NEXT MEETING**

The next regularly scheduled Board of Health meeting has been scheduled for Tuesday, December 13, 2011.

**12. ADJOURNMENT**

Resolution No.: 160 – 2011

MOVED BY: Ms. C. Gillies  
SECONDED BY: Mr. T. Fox

THAT the Board of Health meeting held on November 15, 2011 be adjourned at 3:02 p.m.

CARRIED

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Chair, Board of Health

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Chief Executive Officer

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Recording Secretary



MUNICIPALITY OF OLIVER PAIPOONGE

ROSSLYN VILLAGE WATER SUPPLY

SUMMARY OF ALS ENVIRONMENTAL ANALYTICAL REPORTS

DECEMBER 19, 2011 TO JANUARY 3, 2012

ALS Laboratory Group Analytical Reports and Certificate of Analysis Information received from ALS Canada Ltd. for the Rosslyn Village Water System for the above noted dates show no adverse reports.

# ALS ENVIRONMENTAL ANALYTICAL REPORT

Sample ID Description Sampled Date Sampled Time Client ID	L1095708-1 RAW WATER 14-DEC-11 10:38 -R1 RV-01 NORTH	L1095708-2 RAW WATER 14-DEC-11 10:40 -R2 RV-01 SOUTH	L1095708-3 DISTRIBUTION 14-DEC-11 10:55 -D1 DS-A26		
<b>WATER</b>					
<b>Bacteriological Tests</b>	Presence/Absence: E. coli (p/a/100mL)	Absent	Absent	Absent	
	Presence/Absence: Total coliform (p/a/100mL)	Absent	Absent	Absent	
<b>Miscellaneous</b>	Heterotrophic Plate Count (CFU/mL)			0	

# ALS ENVIRONMENTAL ANALYTICAL REPORT

<p><b>Sample ID</b> <b>Description</b> <b>Sampled Date</b> <b>Sampled Time</b> <b>Client ID</b></p>	<p>L1099933-3 DISTRIBUTION 29-DEC-11 09:55 -D1 D6-A26</p>				
<p><b>WATER</b></p>					
<p><b>Bacteriological Tests</b></p>	<p>Presence/Absence: E. coli (p/a/100mL)</p> <p>Presence/Absence: Total coliform (p/a/100mL)</p>	<p>Absent</p> <p>Absent</p>			
<p><b>Miscellaneous</b></p>	<p>Heterotrophic Plate Count (CFU/mL)</p>	<p>0</p>			

## PENDING ITEMS

DATE	ITEM	ACTION REQUIRED	RESPONSIBILITY	DATE TO BE COMPLETED
June 28/10	Landfill Site Waste Management and User Pay System	Report	CAO/Community Services Supervisor	Mar 2012
Jan 24/11	Snowmobiles Driving on Farmers Fields	Notice in Newsletter	CAO	2012
Mar 28/11	Rick Hansen 25 <sup>th</sup> Anniversary Relay	Planning for the Event Committee of Volunteers	CAO/Mayor	Ongoing
Jun 15/11	Rubin Subdivision	Updates	CAO	Ongoing
Aug 15/11	Use of Murillo Race Track	Develop a Policy and Procedure	CAO	Feb 2012
Aug 15/11	Kakabeka Recreation Complex	Private Concessions at the Ball Diamond	CAO	Feb 2012
Sep 12/11	Kakabeka Street Fair	Report on Complaints	CAO	Feb 2012
Oct 12/11	Health and Safety Policy Statement	Review and Update	CAO/Deputy Clerk	Jan/12
Oct 27/11	Use of Lawn Sprinklers on Pennock Drive	Prepare a Report with Possible Options	CAO	Mar/12
Oct 27/11	Promotion Items for the Municipality	Report	CAO	2012 Budget
Nov 14/11	Ron Smith – Firearms Concern on Boundary Drive	Report	CAO/Police/By-law Enforcement	Jan/12