

THE CORPORATION OF THE MUNICIPALITY OF OLIVER PAIPOONGE

MUNICIPAL COUNCIL

REGULAR MEETING

A G E N D A

- DATE:** December 12, 2011
- TIME:** Following Committee of the Whole  
Planning and Development/  
Administration and Operations
- PLACE:** Council Chambers  
Oliver Paipoonge Municipal Complex
- PRESIDING:** Mayor L. Kloosterhuis
- MEMBERS OF COUNCIL:** Councillor J. Byers  
Councillor E. Collingwood  
Councillor B. Kamphof  
Councillor A. Vis
- MUNICIPAL OFFICERS:** Jamie Cressman, CAO  
Judy Jacobson, Deputy Clerk  
Margaret (Peggy) Dupuis, Treasurer  
Peter Whittington, Public Works Superintendent  
Kyle Bushby, Community Services Supervisor  
Sharron Martyn, Planner  
Mike Horan, Fire Chief
- ORDERS OF THE DAY:** OPENING THE MEETING  
DISCLOSURES OF INTEREST  
ADOPTION OF THE AGENDA  
MINUTES OF PREVIOUS MEETINGS  
REPORTS OF COMMITTEES  
MAYOR'S REPORT  
REPORTS OF MUNICIPAL OFFICERS  
BY-LAWS  
PETITIONS AND COMMUNICATIONS  
NEW BUSINESS  
ADJOURNMENT

CALL TO ORDER

DISCLOSURES OF INTEREST

ADOPTION OF THE AGENDA

RES THAT with respect to the December 12, 2011, Regular Agenda we  
1 recommend that the agenda as printed including any additional  
information and new business be confirmed.

MINUTES OF PREVIOUS MEETING

Regular Meeting

5 – 10

Minutes of Regular Meeting held on November 28, 2011, for approval.

RES THAT the Minutes of the Regular Meeting held on November 28, 2011,  
2 be approved as submitted.

Discussion on the above noted minutes.

Public Meeting

11 – 12

Minutes of Public Meeting held on November 28, 2011, for approval.

RES THAT the Minutes of the Public Meeting held on November 28, 2011,  
3 be approved as submitted.

Committee of the Whole Closed Session

13

Minutes of the Committee of the Whole Closed Session held on November 28, 2011, for  
approval.

RES THAT the Minutes of the Committee of the Whole Closed Session Meeting  
4 held on November 28, 2011, be approved as submitted.

Committee of the Whole  
Administration and Operations

14 – 17

Minutes of the Committee of the Whole Administration and Operations Meeting held on November 28, 2011, for approval.

RES THAT the Minutes of the Committee of the Whole Administration and  
5 Operations Meeting held on November 28, 2011, be approved as submitted.

AND FURTHER THAT all resolutions contained therein are approved as if passed by Council at a regular or special meeting of Council.

Special Committee of the Whole

18 – 20

Minutes of the Special Committee of the Whole held on December 5, 2011, for approval.

RES THAT the Minutes of the Special Committee of the Whole Meeting  
6 held on December 5, 2011, be approved as submitted.

MAYOR’S REPORT

CONFERENCE/SESSION REPORTS

REPORTS OF MUNICIPAL OFFICERS

BY-LAWS

PETITIONS AND CORRESPONDENCE

**Action Items**

**For Information**

2012 Volunteer Service Awards Program

21

Letter from The Honourable Charles Sousa, Minister, Ministry of Citizenship and Immigration dated November 2011 relative to the above noted, for information.

Ontario Medal for Young Volunteers

22

Letter from The Honourable Charles Sousa, Minister, Ministry of Citizenship and Immigration dated November 2011 relative to the above noted, for information.

Nutritious Food Basket

23 – 30

Email from the Thunder Bay District Health Unit attaching information from the Middlesex-London Health Unit petitioning the Ontario government return to the practice of preparing a provincial Nutritious Food Basket Summary Report.

2012 Effective Municipal Councillor Training

31 – 32

Registration information from the Association of Municipalities of Ontario for the above noted.

COMMITTEE OF THE WHOLE CLOSED SESSION

RES THAT we resolve into a Committee of the Whole Closed  
7 Session to discuss matters pertaining to solicitor client  
privilege the hour being \_\_\_\_\_ p.m.

RES THAT we revert back to the Regular Meeting to complete the  
8 business at hand the hour being \_\_\_\_\_ p.m.

NEW BUSINESS

ADJOURNMENT

RES THAT the Regular Meeting held on December 12, 2011, be adjourned  
9 the hour being \_\_\_\_\_ p.m.

THE CORPORATION OF THE MUNICIPALITY OF OLIVER PAIPOONGE

REGULAR MEETING

MINUTES

DATE: November 28, 2011  
TIME: 8:43 p.m.  
PLACE: Council Chambers  
Oliver Paipooonge Municipal Complex  
CHAIR: Mayor Lucy Kloosterhuis  
PRESENT: Councillor J. Byers  
Councillor E. Collingwood  
Councillor B. Kamphof  
Councillor A. Vis  
MUNICIPAL OFFICERS: Judy Jacobson, Deputy Clerk

CALL TO ORDER

Mayor Lucy Kloosterhuis called the meeting to order.

DISCLOSURES OF INTEREST

ADOPTION OF THE AGENDA

**Resolution No. 434-2011**

MOVED BY Councillor E. Collingwood  
SECONDED BY Councillor B. Kamphof

THAT with respect to the November 28, 2011, Regular Agenda we recommend that the agenda as printed including any additional information and new business be confirmed.

CARRIED

MINUTES OF PREVIOUS MEETING

**Regular Meeting**

Minutes of Regular Meeting held on November 14, 2011, for approval.

**Resolution No. 435-2011**

MOVED BY Councillor E. Collingwood  
SECONDED BY Councillor B. Kamphof

THAT the Minutes of the Regular Meeting held on November 14, 2011, be approved as submitted.

CARRIED

Discussion on the above noted minutes.

Committee of the Whole Closed Session

Minutes of the Committee of the Whole Closed Session Meeting held on November 14, 2011, for approval.

Resolution No. 436-2011

MOVED BY                      Councillor E. Collingwood  
SECONDED BY                Councillor B. Kamphof

THAT the Minutes of the Committee of the Whole Closed Session Meeting held on November 14, 2011, be approved as submitted.

CARRIED

Committee of the Whole  
Planning and Development

Minutes of the Committee of the Whole Planning and Development Meeting held on November 14, 2011, for approval.

Resolution No. 437-2011

MOVED BY                      Councillor E. Collingwood  
SECONDED BY                Councillor B. Kamphof

THAT the Minutes of the Committee of the Whole Planning and Development Meeting held on November 14, 2011, be approved as submitted.

AND FURTHER THAT all resolutions contained therein are approved as if passed by Council at a regular or special meeting of Council.

CARRIED

MAYOR'S REPORT

CONFERENCE/SESSION REPORTS

REPORTS OF MUNICIPAL OFFICERS

Library  
Trillium Grant

At the Committee of the Whole Planning and Development meeting held on Monday, November 14, 2011, it was the consensus of Council that the CEO, Oliver Paipoonge Library proceed to apply for a Trillium Grant and that a resolution be presented at the November 28, 2011, meeting.

Resolution No. 438-2011

MOVED BY                      Councillor B. Kamphof  
SECONDED BY                Councillor E. Collingwood

THAT the Oliver Paipoonge Council directs the CEO of the Oliver Paipoonge Library to proceed to submit a Trillium Grant Application for the Oliver Paipoonge Library on behalf of Council.

CARRIED

BY-LAWS

**Resolution No. 439-2011**

MOVED BY Councillor B. Kamphof  
SECONDED BY Councillor E. Collingwood

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

A By-law to confirm and establish a highway over Part of the Original Road Allowance between Concessions 1 and B designated as Part 1, Plan 55R-13337, BE APPROVED;

AND THAT the Mayor and Clerk be authorized to affix their signatures to said by-law.

PAIPOONGE CENTRE

CARRIED

**Resolution No. 440-2011**

MOVED BY Councillor B. Kamphof  
SECONDED BY Councillor E. Collingwood

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

A By-law to amend By-law No. 185-01, a Zoning By-law, BE APPROVED;

AND THAT the Mayor and Clerk be authorized to affix their signatures to said by-law.

A.J. BRITTON CONTRACTORS LTD.

CARRIED

PETITIONS AND CORRESPONDENCE

**Action Items**

Woodlot Owners

Eligible Assistance Under ODRAP

Resolution letter from the Corporation of the County of Huron dated November 2, 2011, requesting the Minister of Finance and the Minister of Municipal Affairs and Housing to conduct an immediate review and include the losses sustained by woodlot owners in the applications for eligible assistance under ODRAP.

Ontario Fire Marshal's Office

Restricting Use of Private Buildings and Property

Resolution letter from the Corporation of the County of Huron dated November 8, 2011, objecting to the Fire Marshal's Office restricting the use of farm buildings for shed parties, barn parties and family functions.

Atikokan Generating Station  
Biomass Environmental Application

Emails from Chris Fralick, Plant Manager, Northwest Thermal, Ontario Power Generation and Charla Robinson, Executive Director, NOMA dated November 18 and 21, 2011, respectively requesting support for repowering of the Atikokan Generating Station.

**For Information**

Rural Economic Development Committee

Email from Lorna Buob, Clerk-Treasurer, Township of O'Connor, dated November 22, 2011, advising their township would not be appointing a member to the Committee.

Lakehead Region Conservation Authority  
Draft 2012 Capital and Administration Budget/Levy

Memo from Lakehead Region Conservation Authority relative to the above noted.

2012 Budget  
Thunder Bay District Municipal League

Email from Ken Taniwa, Secretary-Treasurer, Thunder Bay District Municipal League dated November 16, 2011, attaching the 2012 Budget and Apportionment.

NOSTA  
Request for Membership

Letter from Levina Collins, Manager, North of Superior Travel, dated October 31, 2011, inviting the Municipality to join their Association.

**Resolution No. 441-2011**

MOVED BY                      Councillor A. Vis  
SECONDED BY                Councillor J. Byers

THAT the Oliver Paipoonge Council recommends the Municipality of Oliver Paipoonge join the North of Superior Travel Association as a municipal member for a membership fee of \$1,000.00 plus HST.

CARRIED

Ontario Throne Speech

AMO Communication dated November 22, 2011, relative to the Ontario Throne Speech Promises Continued Uploading of Municipal Social Services Costs.

NEW BUSINESS

Provincial Government  
2011 Fall Economic Statement

AMO Communication dated November 23, 2011, relative to the above noted, was distributed to Members of Council separately, for information.

Draft Agreement  
Township of Conmee - Library

A copy of the draft agreement for library services between the Municipality and the Township of Conmee was distributed to Members of Council separately.

**Resolution No. 442-2011**

MOVED BY                      Councillor J. Byers  
SECONDED BY                Councillor E. Collingwood

WHEREAS the Council of the Municipality of Oliver Paipoonge has reviewed the draft agreement to supply library services to the Township of Conmee;

AND WHEREAS the level of service exhibited in the agreement may cost the Municipality of Oliver Paipoonge more than the agreement provides for in the grant;

THEREFORE BE IT RESOLVED that we notify the Chief Librarian that Council does not support entering into an agreement with the Township of Conmee to supply library services.

CARRIED

James Craib  
Damage to Vehicle

Email from James Craib dated November 24, 2011, advising of damage to his truck while attending the South Landfill Site was distributed to Members of Council separately.

James Craib was in attendance at the meeting. A copy of his invoice for repairs was provided to the Clerk.

Following a discussion, it was determined that the Municipality is not in the practice of reimbursing individuals for damages claimed against the Municipality.

Christmas Dates

Council was advised that all Managers would attend the December 12, 2011, meeting following which a Christmas social will be held with Members of Council.

Year end reports will be provided by the Managers as follows:

January 9, 2012

Fire and Emergency Services  
Community Service  
Planning

January 23, 2012

Public Works  
Finance

ADJOURNMENT

Resolution No. 443-2011

MOVED BY Councillor E. Collingwood  
SECONDED BY Councillor B. Kamphof

THAT the Regular Meeting held on November 28, 2011, be adjourned  
the hour being 9:44 p.m.

CARRIED

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Mayor Lucy Kloosterhuis

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Judy Jacobson  
Deputy Clerk

THE CORPORATION OF THE MUNICIPALITY OF OLIVER PAIPOONGE

PUBLIC MEETING

MINUTES

DATE: November 28, 2011

TIME: 6:30 p.m.

PLACE: Council Chambers  
Oliver Paipooonge Municipal Complex

PRESIDING: Mayor L. Kloosterhuis

PRESENT: Councillor J. Byers  
Councillor E. Collingwood (*late with notice*)  
Councillor B. Kamphof  
Councillor A. Vis

MUNICIPAL OFFICER: Judy Jacobson, Deputy Clerk  
Sharron Martyn, Planner

CALL TO ORDER

Mayor L. Kloosterhuis declared the Public Meeting open at 6:30 p.m.

DISCLOSURES OF INTEREST

No disclosures of interest noted.

ADOPTION OF THE AGENDA

Resolution No. 425-2011

MOVED BY Councillor J. Byers  
 SECONDED BY Councillor A. Vis

THAT with respect to the November 28, 2011, Public Meeting Agenda we recommend that the agenda as printed including any additional information and new business be confirmed.

CARRIED



THE CORPORATION OF THE MUNICIPALITY OF OLIVER PAIPOONGE

COMMITTEE OF THE WHOLE CLOSED SESSION

MINUTES

DATE: November 28, 2011

TIME: 7:25 p.m.

PLACE: Council Chambers  
Oliver Paipooonge Municipal Complex

CHAIR: Mayor Lucy Kloosterhuis

PRESENT: Councillor J. Byers  
Councillor E. Collingwood  
Councillor B. Kamphof  
Councillor A. Vis

MUNICIPAL OFFICER: Judy Jacobson, Deputy Clerk

CALL TO ORDER

Mayor L. Kloosterhuis called the meeting to order.

DISCLOSURES OF INTEREST

REPORTS OF MUNICIPAL OFFICERS

Personal Matters

Mike Horan, Fire Chief, and Tom Dawes, Inspector, were in attendance to provide a verbal report relative to the above noted.

Following a discussion, it was the consensus of Council that the Administration proceed as noted.

ADJOURNMENT

The meeting adjourned at 8:07 p.m.

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Mayor L. Kloosterhuis

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Judy Jacobson  
Deputy Clerk

THE CORPORATION OF THE MUNICIPALITY OF OLIVER PAIPOONGE

COMMITTEE OF THE WHOLE  
ADMINISTRATION & OPERATIONS

MINUTES

Administration Department  
Financial Department  
Public Works Department

DATE: November 28, 2011  
TIME: 6:42 p.m.  
PLACE: Council Chambers  
Oliver Paipooonge Municipal Complex  
CHAIR: Councillor J. Byers  
PRESENT: Mayor L. Kloosterhuis  
Councillor E. Collingwood (*late with notice*)  
Councillor B. Kamphof  
Councillor A. Vis  
MUNICIPAL OFFICERS: Judy Jacobson, Deputy Clerk  
Margaret (Peggy) Dupuis, Treasurer  
Sharron Martyn, Planner  
Mike Horan, Fire Chief

CALL TO ORDER

Councillor J. Byers called the meeting to order.

DISCLOSURES OF INTEREST

No disclosures of interest were noted.

ADOPTION OF AGENDA

**Resolution No. 427-2011**

MOVED BY Mayor L. Kloosterhuis  
SECONDED BY Councillor A. Vis

THAT with respect to the November 28, 2011, Committee of the Whole Administration and Operations Agenda we recommend that the agenda as printed including any additional information and new business be confirmed.

CARRIED

DEPUTATIONS

MINUTES OF PREVIOUS MEETING

Committee of the Whole  
Administration and Operations

Minutes of the Committee of the Whole Administration and Operations Meeting held on October 24, 2011, for discussion only.

REPORTS OF MUNICIPAL OFFICERS

Ashley & Barbara Maxwell  
Application No. 1B/20/11

An application on behalf of Ashley & Barbara Maxwell on property known as Con 2, S Pt Lot 3, RP 55R12657, Pt Part 1, Geographic Township of Oliver, now the Municipality of Oliver Paipoonge, former Geographic Township of Oliver, now Municipality of Oliver Paipoonge for a proposed new lot, for comment.

Sharron Martyn, Planner, appeared and responded to questions.

Council had no comments for the Committee of Adjustment on the application.

6:49 p.m. - Councillor E. Collingwood attended the meeting at this time.

Master Plan  
Fire and Emergency Services

A copy of the Master Plan was distributed separately with the agenda.

Mike Horan, Fire Chief, along with Kevin Schooler, Ontario Fire Marshall's Office, appeared before Council. Mike Horan, Fire Chief provided a brief outline of the Master Plan.

Following a discussion and review of the Master Plan, it was the consensus of Council that the Plan be deferred to the December 12, 2011, meeting and a resolution be submitted to approve the Plan as discussed.

Upcoming Inspections  
Fire and Emergency Services

Email from Mike Horan, Fire Chief dated November 21, 2011, providing information with respect to the above noted.

A list of inspections completed to date were distributed to Members of Council at the meeting.

COMMITTEE OF THE WHOLE CLOSED SESSION

**Resolution No. 428-2011**

MOVED BY                      Councillor B. Kamphof  
SECONDED BY                Mayor L. Kloosterhuis

THAT we resolve into a Committee of the Whole Closed Session to discuss matters pertaining to an identifiable individual the hour being 7:24 p.m.

CARRIED

**Resolution No. 429-2011**

MOVED BY                      Councillor A. Vis  
SECONDED BY                Councillor B. Kamphof

THAT we revert back to the Committee of the Whole Administration and Operations to complete the business at hand the hour being 8:08 p.m.

CARRIED

**ADMINISTRATION DEPARTMENT**

**Surplus Cub Cadet Lawn Tractor**

**Resolution No. 430-2011**

MOVED BY                      Mayor L. Kloosterhuis  
SECONDED BY                Councillor A. Vis

THAT we recommend the Cub Cadet Lawn Tractor 1811 Hydrostat be declared surplus and advertised for sale by sealed bids in the Oliver Paipoonge Newsletter.

CARRIED

**Report of Livestock Valuer**

Reports of the Livestock Valuer dated November 3, 2011, and November 4, 2011, for goats and sheep owned by Dominic Foresta killed by a wolf.

**Resolution No. 431-2011**

MOVED BY                      Mayor L. Kloosterhuis  
SECONDED BY                Councillor A. Vis

THAT with respect to the reports of the Livestock Valuer dated November 3, 2011, and November 4, 2011, respectively, we recommend Dominic Foresta be reimbursed for the following losses:

1. November 3, 2011 – one (1) goat in the amount of \$125.00
2. November 5, 2011 – two (2) goats and one (1) sheep for a Total amount of \$470.00;

AND THAT the Treasurer apply to the Ministry for reimbursement.

CARRIED

FINANCE DEPARTMENT

List of Accounts

A copy of the List of Accounts as of November 23, 2011, for approval of payment.

**Resolution No. 432-2011**

MOVED BY                      Councillor A. Vis  
SECONDED BY                Mayor L. Kloosterhuis

THAT we recommend that the List of Accounts as of  
November 23, 2011, prepared by the Finance Department  
in the amount of \$1,029,108.41, BE APPROVED for  
payment.

CARRIED

Financial Statements

The Financial Statement for the period January 1, 2011, to October 31, 2011, distributed  
separately.

REPORTS OF COMMITTEES

PENDING ITEMS

List of pending items, for information.

NEW BUSINESS

ADJOURNMENT

**Resolution No. 433-2011**

MOVED BY                      Mayor L. Kloosterhuis  
SECONDED BY                Councillor A. Vis

THAT the Committee of the Whole Administration and Operations  
Meeting held on November 28, 2011, be adjourned, the hour being  
8:34 p.m.

CARRIED

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Councillor J. Byers

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Judy Jacobson  
Deputy Clerk

THE CORPORATION OF THE MUNICIPALITY OF OLIVER PAIPOONGE  
SPECIAL COMMITTEE OF THE WHOLE  
MINUTES

DATE: December 5, 2011

TIME: 6:30 p.m.

PLACE: Council Chambers  
Oliver Paipoonge Municipal Complex

CHAIR: Mayor Lucy Kloosterhuis

PRESENT: Councillor J. Byers  
Councillor E. Collingwood  
Councillor B. Kamphof  
Councillor A. Vis

MUNICIPAL OFFICER: Jamie Cressman, CAO/Clerk  
Judy Jacobson, Deputy Clerk

CALL TO ORDER

Mayor L. Kloosterhuis called the meeting to order.

DISCLOSURES OF INTEREST

No disclosures were noted.

ADOPTION OF THE AGENDA

**Resolution No. 444-2011**

MOVED BY Councillor A. Vis  
SECONDED BY Councillor E. Collingwood

THAT with respect to the December 5, 2011, Special Committee of the Whole Agenda we recommend that the agenda as printed including any additional information and new business be confirmed.

CARRIED

King George's Park  
Water Supply System

Email from Michael Carter with respect the above noted Water Supply Agreement.

Michael Carter was unable to be in attendance.

Draft By-law  
Procedures of Council

Review of the draft proposed by-law to regulate the procedures of Council. A copy of By-law No. 442-2007 and a draft of the proposed new by-law distributed separately.

Members of Council reviewed the draft by-law and made the necessary revisions. The final by-law to be submitted to Council for ratification in January 2012.

Financial Plan  
Rossllyn Water System

Report entitled Financial Plan for the Rossllyn Village Subdivision Drinking Water System, Plan #293-301 attaching the financial budget.

**Resolution No. 445-2011**

MOVED BY                      Councillor E. Collingwood  
SECONDED BY                Councillor A. Vis

THAT the Oliver Paipoonge Council supports the plan contained in the Report entitled Rossllyn Village Subdivision Drinking Water System, Plan #293-301 as financially viable;

AND FURTHER THAT we recommend the plan, BE APPROVED.

CARRIED

Thunder Bay District Social Services Administration Board

Verbal report from Mayor L. Kloosterhuis relative to the TBDSSAB Area 1 Municipalities meeting held on Wednesday, November 30, 2011.

**Resolution No. 446-2011**

MOVED BY                      Councillor A. Vis  
SECONDED BY                Councillor E. Collingwood

WHEREAS the Township of Conmee shares one representative on the Thunder Bay District Social Services Board (TBDSSAB) through Area One municipalities which is made up of six Municipalities, being the Township of Conmee, Township of Gillies, Municipality of Neebing, Township of O'Connor, Municipality of Oliver Paipoonge and the Municipality of Shuniah;

AND WHEREAS Area One Municipalities contribute a higher annual levy than all the other areas within the TBDSSAB, with the exception of the City of Thunder Bay;

AND WHEREAS the distribution of representation does not truly reflect the annual levy contribution of the local Municipalities;

NOW THEREFORE BE IT RESOLVED that the Municipality of Conmee does hereby support amending the TBDSSAB to reflect the representative structure as follows:

<u>Municipality</u>	<u>No. Of Reps</u>	<u>Assessment</u>	<u>Annual Levy</u>	<u>(%)</u>
City of Thunder Bay	7	\$8,581,930,448	\$18,198,781	74.21%
Unincorporated	1	858,796,465	1,821,158	7.43
Manitouwadge & Marathon	1	174,025,260	369,037	1.50
Terrace Bay & Schreiber	1	153,680,488	325,894	1.33
Greenstone	1	532,271,147	1,128,730	4.60
Nipigon, Red Rock, Dorion	1	150,388,046	318,912	1.30
Oliver Paipoonge, Conmee	1	463,140,563	982,133	4.00
Shuniah, O'Connor	1	438,367,344	929,599	3.79
Neebing, Gillies	1	211,822,304	449,189	1.83
<b>Totals</b>	<b>15</b>	<b>\$11,564,422,065</b>	<b>\$24,523,431</b>	<b>100%</b>

Emergency Management Ontario  
Municipal Emergency Management Program  
Annual Maintenance Checklist and Statement of Completion

Copy of the above noted forms from Emergency Management Ontario for review.

**Resolution No. 447-2011**

MOVED BY                      Councillor B. Kamphof  
SECONDED BY                Councillor E. Collingwood

THAT the Oliver Paipoonge Council authorizes the Mayor  
and CEMC to sign the Annual Emergency Management  
Program Statement of Completion.

CARRIED

ADJOURNMENT

**Resolution No. 448-2011**

MOVED BY                      Councillor E. Collingwood  
SECONDED BY                Councillor A. Vis

THAT the Special Committee of the Whole Meeting held  
on December 5, 2011, be adjourned the hour being 8:04 p.m.

CARRIED

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Mayor L. Kloosterhuis

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Jamie Cressman  
Chief Administrative Officer/Clerk

Ministry of Citizenship  
and Immigration

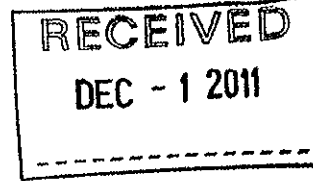
Minister

6<sup>th</sup> Floor  
400 University Avenue  
Toronto ON M7A 2R9  
Tel.: (416) 325-6200  
Fax: (416) 325-6195

Ministère des Affaires civiles  
et de l'Immigration

Ministre

6<sup>e</sup> étage  
400, avenue University  
Toronto ON M7A 2R9  
Tél. : (416) 325-6200  
Télééc. : (416) 325-6195



November, 2011

Dear friends,

As the new Ontario Minister of Citizenship and Immigration, I am very pleased to invite you to participate in the 2012 Volunteer Service Awards (VSA) program.

Many of you know the VSA ceremonies are a long-standing Ontario tradition.

Volunteers are a vital resource to our communities and organizations. They are critical to the strength and resilience of our province. They give back in so many ways that help hold our communities together. The Ontario government recognizes volunteers from all sectors and for continuous years of service with a community organization. The VSA program provides an opportunity to thank them in a significant way.

I ask you to consider your volunteers – not just today's volunteers and their commitment but the potential and energy of tomorrow's volunteers – our youth. They are vital to the future of volunteerism.

Please take this opportunity to nominate volunteers from your organization, and feel free to share this letter with other organizations that would be interested in participating in this very worthwhile program. Nomination forms and additional information are available on the Ministry of Citizenship and Immigration website at [www.ontario.ca/honoursandawards](http://www.ontario.ca/honoursandawards)

You can also contact the Ontario Honours and Awards Secretariat by phone at: 416-314-7526 or 1-877-832-8622, by TTY 416-327-2391 or by fax at: 416-314-7743.

Remember, you can submit nomination forms at any time during the year. The deadline date is **January 25** of each year. All nominations received after the deadline date are considered for the following year.

By submitting a nomination you can help ensure that volunteers receive the recognition they deserve from all of us. I look forward to celebrating with you, the achievements of the very dynamic volunteers of Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Sousa".

Charles Sousa  
Minister

Ministry of Citizenship  
and Immigration

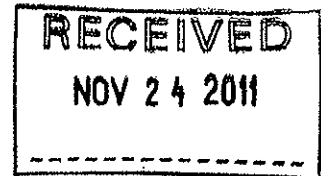
Ministère des Affaires civiques  
et de l'immigration



Ontario Honours and Awards  
Secretariat  
400 University Avenue, 4<sup>th</sup> Floor  
Toronto ON M7A 2R9

Secrétariat des distinctions et prix  
de l'Ontario  
400, avenue University, 4<sup>e</sup> étage  
Toronto ON M7A 2R9

November 2011



Dear friend,

I am pleased to advise you that nominations for the Ontario Medal for Young Volunteers are being accepted by the Ontario Honours and Awards Secretariat.

The Ontario Medal for Young Volunteers is presented by the Lieutenant Governor to exceptional young volunteers, between the ages of 15 and 24.

Through their actions and dedication, young volunteers have improved the quality of life in their communities, their province, their country, and even around the world. This honour recognizes Ontario's finest youth who understand the importance of volunteering and who demonstrate leadership, initiative and perseverance as well as inspire others.

Do you know an outstanding young volunteer? If so, please nominate them for the Ontario Medal for Young Volunteers.

Deadline for nominations is **January 31, 2012.**

Nomination forms and additional information about the Ontario Medal for Young Volunteers, and other programs that recognize volunteers, are available on the Ministry of Citizenship and Immigration website at:

[www.ontario.ca/honoursandawards](http://www.ontario.ca/honoursandawards)

If you have any questions or require assistance please contact the Ontario Honours and Awards Secretariat by phone at (416) 314-7526, toll free at 1-877-832-8622 or TTY 416-327-2391.

I genuinely hope you take this opportunity to nominate any young volunteer(s) you believe to be worthy of this recognition.

Sincerely,

The Honourable Charles Sousa  
Minister

## Judy Jacobson

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**From:** Barbara Moro [Barbara.Moro@TBDHU.COM]  
**Sent:** Wednesday, November 30, 2011 3:44 PM  
**To:** Township of Schreiber; Barbara Moro; Gordon Stover; John Hannam CTB; Kate Larson; Linda Kachur; Linda Smith; Marcie Vallelunga; Municipality of Greenstone; Municipality of Shuniah; Nyomie Korcheski; Oliver Paipoonge; Oliver Paipoonge Judy Jacobson; Tina Larocque; Town of Manitouwadge; Town of Marathon; Township of Conmee; Township of Dorion; Township of Gillies; Township of Nipigon; Township of O'Connor  
**Cc:** Ken Ranta; Ena DePeuter; David Williams  
**Subject:** FW: [allhealthunits] Nutritious Food Basket Middlesex-London  
**Attachments:** report no 104-11 nutritious food basket.pdf; report no 104-11 nutritious food basket appendix a.pdf; report no 104-11 nutritious food basket appendix b.pdf; ATT13959.txt

### ATTN: BOARDS OF HEALTH

At its November 17<sup>th</sup> meeting, the Board of Health for the Middlesex-London Health Unit requested that the attached report be copied to all Ontario Boards of Health for information. The Board of Health also moved the following:

1. *That the Board of Health petition the Premier of Ontario, the Right Honourable Dalton McGuinty, to develop a comprehensive Ontario Food and Nutrition Strategy ; and further*
2. *That Report No. 104-11 re Nutritious Food Basket Costing Survey Results for 2011 and the Opportunities for Action be forwarded to appropriate community agencies, Members of Parliament, Members of Provincial Parliament, City of London Council, Middlesex County Council, the Minister of Health and all Ontario Health Units; and further*
3. *That the Board of Health petition the Association of Local Public Health Agencies to request that the Ontario government return to the practice of preparing a provincial Nutritious Food Basket summary report to enable each Board of Health the ability to compare Nutritious Food Basket results.*

CARRIED

Sherri Sanders  
Executive Assistant to the Board of Health, Middlesex-London Health Unit 50 King St.  
London, ON N6A 5L7  
P: 519-663-5317 x 3011  
F: 519-663-9413  
email: [sherri.sanders@mlhu.on.ca](mailto:sherri.sanders@mlhu.on.ca)  
[www.healthunit.com](http://www.healthunit.com)

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**DISCLAIMER:** This message is for the exclusive use of the addressee and may contain confidential or personal information that may be subject to legal privacy provisions. If you are not the intended recipient, any use,



TO: Chair and Members of the Board of Health

FROM: Graham L. Pollett, MD, FRCPC  
Medical Officer of Health

DATE: 2011 November 17

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## NUTRITIOUS FOOD BASKET COSTING SURVEY RESULTS FOR 2011 AND THE OPPORTUNITIES FOR ACTION

### ***Recommendations***

#### *It is recommended:*

- 1. That the Board of Health petition the Premier of Ontario, the Right Honourable Dalton McGuinty, to develop a comprehensive Ontario Food and Nutrition Strategy ; and further*
- 2. That Report No. 104-11 re Nutritious Food Basket Costing Survey Results for 2011 and the Opportunities for Action be forwarded to appropriate community agencies.*

### **Background**

The Nutritious Food Basket (NFB) survey is conducted annually in May as per the Ontario Public Health Standards. The survey provides a measure of the cost of basic healthy eating that represents current nutrition recommendations and average food purchasing patterns of Canadians.

Cost information based on the NFB can be used to:

- determine what the basic cost might be for an individual or household to eat healthy;
- compare the basic cost of healthy eating with income and other basic living expenses;
- plan programs that promote access to nutritious, safe and personally acceptable foods;
- inform policy decisions.

The Public Health Dietitians on the Chronic Disease Prevention and Tobacco Control Team conduct the NFB Survey to provide a measure for the cost of food available to residents in Middlesex-London. In 2011, 12 grocery stores in Middlesex-London were surveyed, including areas of variable economic status.

### **Survey Results**

Appendix A provides the 2011 weekly cost of the NFB in London and Middlesex County.

Table 1 below highlights some real life situations for people living in this area utilizing the NFB costing survey data. It can be seen, for those on government assistance or earning minimum wage, there is little if any money left after costs for shelter, food and utilities.

In previous years, the then Ministry of Health Promotion and Sport provided cumulative provincial survey results; however, this year, comparison information was not provided to public health units. Consequently, it is not possible to compare Middlesex London results with similar sized communities.

**Table 1 – Monthly Income and Cost of Living Scenarios**

	Single Man on Ontario Works (OW)	Single Man on ODSP	Single Woman over 70 (Old Age Security/ Guaranteed Income Security)	Single Mother Family of 3 on OW	Family of 4 Minimum Wage Earner	Family of 4 Medium Income After tax
Monthly Income Including Benefits & Credits	\$635	\$1103	\$1245	\$1836	\$2619	\$5767
Estimated Shelter Cost	\$554	\$705	\$705	\$921	\$921	\$1052
Cost of a Nutritious Diet	\$197.97	\$197.97	\$151.15	\$462.29	\$736.70	\$736.70
WHAT'S LEFT?	-\$116.97	\$200.03	\$388.85	\$452.71	\$960.30	\$3977.30
% Income Required for Shelter	87%	64%	57%	50%	35%	18%
% Income Required for Nutritious Diet	31%	18%	12%	25%	28%	13%

Remember: People still need to pay for utilities, phone, transportation, cleaning supplies, personal care items, clothing, gift, entertainment, internet, school essentials, medical and dental costs and other purchases.

**Notes:** Rental estimates from CMHC Rental Market Report – Annual Survey (October 2011). Note that utility costs are assumed to be included in the figures that go into calculating the averages. Utility costs vary considerably based on age and condition of housing, type of heating, range of appliances, air conditioning or cooling, and household size.

### Opportunities for Action

The relationship between poverty and poor health is clear. Poor nutrition can lead to increased risk for chronic and infectious diseases, pregnancy outcomes with greater risk for low birth weight and negative impacts on the growth and development of children. It costs more to treat and manage these conditions than to prevent them by ensuring people can afford an adequate, healthy diet. Provincially and locally, advocacy efforts to improve access to healthy foods for people with lower incomes have been ongoing. A number of advocacy efforts have been suggested and supported in many jurisdictions across the province. These are highlighted in Appendix B.

### Conclusion

The NFB annual surveys have repeatedly shown that people with low incomes do not have an adequate baseline to afford healthy eating after meeting other essential needs for basic living such as housing and utility costs. One immediate strategy to improve food security is to implement a monthly \$100 Healthy Food Supplement for social assistance recipients. Long-term strategies include policies for social programs combined with community planning involving the agri-food system, community/business leaders and the social service sectors to yield sustainable change which will mitigate the underlying problems of poverty and food insecurity. A comprehensive *Ontario Food and Nutrition Strategy* is urgently needed.

This report was written by Ms. Heather Thomas, Public Health Dietitian, and Ms. Linda Stobo, Manager, Chronic Disease Prevention and Tobacco Control.

Graham L. Pollett, MD, FRCPC  
Medical Officer of Health

**This report addresses** the following requirement(s) of the Ontario Public Health Standards (2008): Foundational Standard 3, 4, 5, 8, 9, 10; Chronic Disease Prevention 2, 7, 8, 11, 12

# Nutrition Facts

## The Weekly Cost of the Nutritious Food Basket London and Middlesex County 2011

This information represents the approximate cost to eat well in Middlesex County and London. Weekly costs are based on a May 2011 survey of 67 food items (the *Nutritious Food Basket*) from 12 main chain and independent grocery stores in Middlesex County and London. The foods surveyed are determined by food purchasing patterns of average Canadians and data provided by Statistics Canada. The *Nutritious Food Basket* is calculated to meet the nutrient needs of most people in each age and sex group.

	Age	Approximate Cost Per Week (\$)
<b>Boy</b>	2-3	22.48
	4-8	29.04
	9-13	38.53
	14-18	54.31
<b>Girl</b>	2-3	22.07
	4-8	28.21
	9-13	32.98
	14-18	39.43

	Age	Approximate Cost Per Week (\$)
<b>Man</b>	19-30	52.43
	31-50	47.35
	51-70	45.69
	70+	45.24
<b>Woman</b>	19-30	40.60
	31-50	40.15
	51-70	35.61
	70+	34.88
<b>Pregnant Woman</b>	Younger than 18 years	43.90
<b>Pregnant Woman</b>	19-30	44.34
<b>Pregnant Woman</b>	31-50	43.24
<b>Breastfeeding Woman</b>	Younger than 18 years	45.79
<b>Breastfeeding Woman</b>	19-30	46.99
<b>Breastfeeding Woman</b>	31-50	45.88

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50 King St., London, ON N6A 5L7  
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[www.healthunit.com](http://www.healthunit.com)

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**HEALTH UNIT**

An Accredited Teaching Health Unit

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(519) 245 - 3230 fax: (519) 245 - 4772

[health@mihu.on.ca](mailto:health@mihu.on.ca)

**To estimate the cost of a nutritious diet for your household, follow these steps.**

**Step 1**

Write down the gender and age for each person you are feeding.

**Step 2**

Using the chart on the other side of this fact sheet, write down the weekly food cost for each person.

**Step 3**

Add the weekly food costs together.

**Step 4**

If you feel it costs you more per person to feed a small group and less per person to feed a large group, you may choose to adjust the total cost in Step 3. The Toronto Social Planning Council suggests using the following adjustments for family size:

**If you are feeding:**

<b>1 person</b>	<b>Multiply by 1.20</b>
<b>2 people</b>	<b>Multiply by 1.10</b>
<b>3 people</b>	<b>Multiply by 1.05</b>
<b>4 people</b>	<b>Make no change</b>
<b>5-6 people</b>	<b>Multiply by 0.95</b>
<b>7 or more people</b>	<b>Multiply by 0.90</b>

**Note:** The *Nutritious Food Basket* represents **food costs only**. You may have other non-food items on your grocery list that will make your grocery bill more expensive.

<b>Example</b>		
Sex	Age	Approximate Cost per Week
Man	42	47.35
Woman	39	40.15
Girl	8	28.21
Boy	14	54.31
Boy	3	22.48
Subtotal =		192.50
X (0.95) Adjustment factor		<b>\$182.88</b> <b>Total per week</b>
<b>Total per month</b>		<b>\$182.88 x 4.33</b> <b>= \$791.87</b>

<b>Your Household</b>		
Sex	Age	Approximate Cost per Week
Subtotal =		
X Adjustment factor		<b>Total per week</b>
<b>Total per month</b>		

**Understanding the Nutritious Food Basket**

Generally, highly processed foods and foods with little nutrition (e.g. soft drinks, potato chips) are not included in the costing survey. The food basket does not include any foods that may be required for special diets (e.g. gluten-free products, sugar-free products). **Personal and household care items** (e.g. toothpaste, laundry detergent, soap, feminine products, cleaning and supplies) are **not** included.

### **Putting the Nutritious Food Basket into Action**

The Nutritious Food Basket design assumes that most people have **the necessary time, food skills, and equipment** to be able to prepare most meals from scratch. It also assumes that most people are able to shop at a quality grocery store. **Food literacy and cooking skills are necessary** for people to select, prepare, and store foods to ensure healthy eating for individuals and families. If someone is unable to prepare meals from scratch, the cost of groceries will be greater.

### **Does Food Cost Too Much?**

The cost of food is not the issue for most people. The main problem for many people is that their income is too low. For people living on low incomes, there is not enough money left to buy healthy food after paying rent and utility bills.

<b><i>Estimated weekly food costs for local households</i></b>	
2011 "Family of Four" – reference group (Man 31-50 years, Woman 31-50 years, Male 14-18 years, Female 4-8 years)	<b>\$170.02</b>
<b><i>Estimated monthly food costs for local households</i></b>	
2011 "Family of Four" – reference group (Man 31-50 years, Woman 31-50 years, Male 14-18 years, Female 4-8 years)	<b>\$736.70</b>
% of income of a family supported by a minimum wage earner	<b>28%</b>
% of income supported by an average income wage earner	<b>13%</b>

When money is tight, people are forced to make ends meet by cutting into their food budget. The food budget is not fixed as are rent and utilities. It is easier to dip into the food budget to help pay those bills each month.

- Sometimes people are forced to skip meals or fill up on cheap foods that can often be less nutritious.
- Many people on fixed incomes do not eat sufficient fruit, vegetables, and milk products because they are unable to afford them.
- Parents who are low income earners will often feed their children first and go with less food themselves. As a result, the parents' nutrition and health will suffer.
- Often as a very last resort, people are forced to use food banks or other emergency food programs.
- Foods provided in food bank hampers tend to provide only about three days' supply of food per month and often do not provide a good balance of all food groups required to stay healthy.

### **Poverty and Health: Impact on Families**

Poverty is linked with health. Food security is necessary for good health. When an individual has adequate income for food and other necessities, he has a lower risk of disease.

- Poor nutrition leads to an increased risk of chronic diseases such as diabetes, cardiovascular disease and cancer, as well as conditions such as low birth weight.
- People living on low incomes have more health problems and die younger than people with higher incomes.
- Children living in low income households are more likely to get sick and are less able to do well in school.

- In 2009, 38% of the clients helped by the London Food Bank were children and youth.
- In 2010, over 3000 families visited the London Food Bank each month.
- In 2008, approximately 8,000 London children under the age of 18 lived in families receiving social assistance from Ontario Works or the Ontario Disability Support Program.

### **How much money is available after shelter, utility, and food costs?**

A summary of some real life situations for people living in London appears below. These scenarios illustrate that after paying for shelter, utilities, and food, minimum wage earners and households on fixed incomes and assistance have little, if any money left over to cover other basic monthly expenses.

	Single Man on Ontario Works	Single Man on ODSP	Single Woman over 70 years (Old Age Security/Guaranteed Income Security)	Single Mother Family of 3 on Ontario Works	Family of 4 Minimum Wage Earner	Family of 4 Medium Income after tax
Monthly Income, Including Benefits & Credits	\$635	\$1103	\$1245	\$1836	\$2619	\$5767
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**REMEMBER: People still need to pay for utilities, phone, transportation, cleaning supplies, personal care items, clothing, gift, entertainment, internet, school essentials, medical and dental costs, and other purchases.**

**Notes:** Rental estimates from CMHC Rental Market Report – Annual Survey (October 2011). Note that utility costs are assumed to be included in the figures that go into calculating the averages. Utility costs vary considerably based on age and condition of housing, type of heating, range of appliances, air conditioning or cooling, and household size.

### **Learn More about Poverty and Hunger**

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

[www.children.gov.on.ca/htdocs/English/breakingthecycle/strategy/strategy.aspx](http://www.children.gov.on.ca/htdocs/English/breakingthecycle/strategy/strategy.aspx)

[www.foodbankscanada.ca/main2.cfm?id=107185CB-B6A7-8AA0-6FE6B5477106193A](http://www.foodbankscanada.ca/main2.cfm?id=107185CB-B6A7-8AA0-6FE6B5477106193A)

[www.dothemath.thestop.org](http://www.dothemath.thestop.org)

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

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

May 2011

Produced by: Chronic Disease Prevention and Tobacco Control Team, Middlesex-London Health Unit

For more information: 519-663-5317, ext. 2353

### **Recommended Strategies to Improve Access to Healthy Food for People with Lower Incomes**

- The Ministry of Community and Social Services should implement a Healthy Food Supplement of \$100 per month for social assistance recipients. This benefit would ensure that individuals can pay for their household expenses without needing to access funds set aside for food.
- Social assistance rates need to reflect the real cost of living and be indexed annually to inflation. Social assistance rates were cut drastically in 1995 and have yet to recover. The gap between assistance and actual cost of living continues to grow (Appendix B).
- The Ministry of Municipal Affairs and Housing should create an Ontario housing benefit to assist low income tenants to pay their rent thus preventing them from falling short of meeting their housing costs and requiring access to local emergency food charities or going hungry instead.
- The Ministry of Municipal Affairs and Housing should ensure municipalities throughout Ontario implement significant strategies to ensure affordable housing initiatives are actively in place to assist low income earners in accessing affordable, safe, and appropriate housing.
- The Ministry of Health Promotion and Sport should implement a comprehensive *Ontario Food and Nutrition Strategy* that addresses both the sustainability of a healthy food supply and the needs of Ontarians, particularly those with low socioeconomic status.

Public Health Ontario should ensure funding in 2012 for the Locally Driven Collaborative Partnerships project to support the investigation of food skills among priority populations in the context of enhancing food security among these populations. Food skills connect with food security. A collaboration of several health units has already been created to focus on the development of a research question and objectives related to food skills research. The Middlesex-London Health Unit is well-positioned to be a supporting agency in this collaboration given staff expertise, leadership, and capacity in the area of food skills research.

Strategies that promote food security are positioned along a continuum:

- short-term relief strategies: food charities such as food banks, soup kitchens, and community meal programs; capacity-building strategies including the NFB, advocacy networks, food charters, food skill and literacy development, community gardens, buying clubs, and food councils.
- long-term system and policy changes: development, implementation, and coordination of a comprehensive Ontario Food and Nutrition Strategy; policy changes to social assistance and housing benefits.



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Dates	Locations
Tuesday January 10	Clarion Resort - NORTH BAY
Thursday January 12	Highwayman Inn and Conference Centre - ORILLIA
Wednesday January 18	Location TBD - LONDON
Tuesday January 24	Holiday Inn - KINGSTON
Thursday January 26	Holiday Inn Waterfront - PETERBOROUGH
Thursday February 2	Travelodge Airline - THUNDER BAY

*"Worth the drive to Owen Sound! This was a very valuable session - I really got the message this time about the Procedural By-Law. Will be learning it back and forth. Fantastic session." - Participant, Owen Sound, February 16, 2011*

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Friday January 13	Highwayman Inn & Conference Centre - ORILLIA
Thursday January 19	Location TBD - LONDON
Wednesday January 25	Holiday Inn - KINGSTON
Friday January 27	Holiday Inn Waterfront - PETERBOROUGH
Friday February 3	Travelodge Airline - THUNDER BAY

*"Clear, simple, to the point. Presenters did a wonderful job. I left today with a much better understanding of the whole picture of Council and responsibility." - EMCP 1 Participant, Thunder Bay, January 21, 2011*

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