

THE CORPORATION OF THE TOWNSHIP OF HILTON

**MINUTES**  
Regular Meeting  
February 6, 2019  
7:00 p.m.

Present: Absent:  
Reeve: Rodney Wood  
Councillors: Pat Garside  
Dianne Holt  
David Leask Robert Jerrard  
Road Superintendent: Lyn Garside  
Clerk Treasurer: Valerie Obarymskyj

There were no disclosures of pecuniary interest.

Moved by Dianne Holt 2019-09  
Seconded by David Leask  
Resolved that we do accept the Agenda as presented. \*Carried\*

Moved by Dianne Holt 2019-10  
Seconded by David Leask  
Resolved that due to the absence of Reeve Rodney Wood, we do appoint Councillor Pat Garside as Acting Head of Council for the regular meeting of February 6, 2019. \*Carried\*

Moved by David Leask 2019-11  
Seconded by Dianne Holt  
Resolved that we do approve the Minutes of the Regular Meeting of January 9, 2019, as presented. \*Carried\*

Lyn Garside, Road Superintendent, provided an update on road issues. Discussion took place on a meeting that had been held with staff and council representatives from St. Joseph Township regarding shared maintenance of the section of K Line Road off of the 20<sup>th</sup> Side Road. The Municipal Act requires that municipalities have a written agreement regarding the maintenance of boundary roads. Since 2004, as part of an unwritten agreement, our municipality has maintained the K Line off of Canoe Point Road and St. Joseph Twp has maintained the K Line off the 20<sup>th</sup> Side Road. St. Joseph Township is now asking our municipality to share in the cost of gravel to upgrade the 20<sup>th</sup> Side Road section. It was recommended by the Clerk that we postpone plans to surface treat the K Line off of Canoe Point Road as had been suggested at the previous month's meeting until the issue of sharing gravel costs at the other end of K Line is resolved. The Clerk advised she would be contacting our solicitor to discuss the shared maintenance requirements of boundary roads when two municipalities have classified the road differently.

The following resolutions were passed for the upcoming amalgamated tender.

Moved by Dianne Holt 2019-12  
Seconded by David Leask  
Resolved that we do tender for the following items through the amalgamated tender:  
Calcium Chloride or Magnesium Chloride – 17 Flake Tonne Equivalent  
6 300mm Plastic Smooth Bore Culverts – 6 metre length  
6 450mm Smooth Bore Culverts – 6 metre length  
3 300mm Couplers  
3 450mm Couplers  
10 Grader Blades Heat Treated (7' x 3/4" x 5/8" hole)  
1 High Wear Wing Blade \*Carried \*

Moved by David Leask 2019-13  
Seconded by Dianne Holt  
Resolved that we do tender for the following items through the amalgamated tender:  
200m of Double Surface Treatment (P Line) (2,680 m<sup>2</sup>)  
1,500m of Single Surface Treatment (Base Line) (10,050 m<sup>2</sup>) \*Carried\*

The Clerk advised a zoning application had been received from the owner of Part of Lot 12, Concession X and Y, Township of Hilton requesting that the block of land currently zoned "Open Space" be rezoned to Limited Service Residential to allow for the construction of a cottage. A notice will be prepared and circulated to all property owners within 400' as well as the required agencies.

Moved by Dianne Holt 2019-14  
Seconded by David Leask  
Resolved that we do approve in principle the St. Joseph Island Planning Board Budget for 2019 in the amount of \$16,720.00. \*Carried \*

Council received a letter from Councillor Robert Jerrard advising that due to health considerations he would be resigning from office effective this meeting date. Council acknowledged with regret Councillor Jerrard's resignation and noted how considerably he had contributed to Hilton Township over his past decade of service as a council member.

Moved by Dianne Holt 2019-15  
Seconded by David Leask  
Resolved that we do accept, with regret, the resignation of Robert Jerrard as Councillor for the Township of Hilton. \*Carried\*

Moved by Dianne Holt 2019-16  
Seconded by David Leask  
Resolved that, in accordance with Sections 259 (1) (d); 262 1) and 263 (1) (a) of the Municipal Act, 2001, we do declare the position of Councillor vacant and authorize the Clerk to advertise for applications.  
\*Carried\*

The Clerk provided copies of the Consumer Price Index (CPI) for 2018 noting the cost of living had increased by 2.0% over the previous year. This increase will be applied to the wage grid of all employees. The Clerk advised that as a result of changes made by Revenue Canada, council honorariums will no longer be eligible for a 1/3 tax exemption effective January 1, 2019. Some municipalities are opting to increase council honoraria to make up for the additional tax individuals will need to pay. Council discussed the option but decided to remain with the CPI adjustment only.

Moved by Dianne Holt 2019-17  
Seconded by David Leask  
Resolved that we do adjust the wage grid for all employees and Council by the amount of 2% reflecting the change in the cost of living from December 2017 to December 2018 and that this change be effective January 1, 2019. \*Carried\*

Information was reviewed regarding possible dates for council training being offered by the Ministry of Municipal Affairs and Housing. Two dates for later in February were suggested with the location in Richards Landing.

Council reviewed two proposals regarding the appointment of an Integrity Commissioner which effective March 1, 2019 is now a mandatory requirement for all municipalities.

Moved by Dianne Holt 2019-18  
Seconded by David Leask  
Resolved that we do give first, second and third and final reading and pass By-Law 1233-19 being a by-law to appoint Ironside Consulting Services Inc. as the Integrity Commissioner for the Township of Hilton. \*Carried\*

In addition to the appointment of an Integrity Commissioner, a number of new policies were also made mandatory: Code of Conduct for Council and Local Boards; Council and Staff Relations; Tree Canopy; Pregnancy and Parental Leaves for Council Members. Council reviewed each of the policies presented and the following resolutions and by-laws were passed.

Moved by Dianne Holt 2019-19  
Seconded by David Leask  
Resolved that we do give first, second and third and final reading and pass By-Law 1234-19 being a by-law to adopt a Code of Conduct for Council and Local Boards. \*Carried\*

Moved by Dianne Holt 2019-20  
Seconded by David Leask  
Resolved that we do give first, second and third and final reading and pass By-Law 1235-19 being a by-law to adopt a Council and Staff Relations Policy for the Township of Hilton. \*Carried\*

Moved by Dianne Holt 2019-21  
Seconded by David Leask  
Resolved that we do give first, second and third and final reading and pass By-Law 1236-19 being a by-law to adopt a Tree Canopy Policy for the Township of Hilton. \*Carried\*

Moved by David Leask 2019-22  
Seconded by Dianne Holt  
Resolved that we do give first, second and third and final reading and pass By-Law No. 1237-19 being a by-law to adopt a Pregnancy and Parental Leave Council Members' Policy for the Township of Hilton.  
\*Carried\*

Moved by David Leask 2019-23  
Seconded by Dianne Holt  
Resolved that we do contribute \$500.00 to help offset the costs associated with the Ernie Eddy Memorial Children’s Ice Fishing Derby held annually at Twin Lakes in Hilton Township. \*Carried\*

Moved by David Leask 2019-24  
Seconded by Dianne Holt  
Resolved that we do contribute \$100.00 to the Village of Hilton Beach’s 2019 Family Fun Day celebrations. \*Carried\*

Moved by David Leask 2019-25  
Seconded by Dianne Holt  
Resolved that we do accept the Clerk’s Report # 2019-01 and recommendation for waiving a portion of the tax interest applied to a specific property due to an administrative error. \*Carried\*

Moved by Dave Leask 2019-26  
Seconded by Dianne Holt  
Resolved that we do authorize the payment of Township bills for the month of January 2019 in the amount of \$63,355.57 as per Voucher 01-19: Administration - \$8,393.40; Algoma District Services Admin - \$23,491.17; Algoma Public Health (annual) - \$10,377.00; Building - \$237.30; Fire - \$791.64; Misc (Employee/ Employer Payroll Deds/Benefits) - \$6,428.55; MPAC - \$4,556.13; Roads – \$6,986.03; WSIB - \$2,094.35. \*Carried\*

Moved by David Leask 2019-27  
Seconded by Dianne Holt  
Resolved that we do pass By-Law 1238-19 being a by-law to confirm the proceedings of this meeting.\*Carried\*

Moved by Dianne Holt 2019-28  
Seconded by David Leask  
Resolved that we do adjourn at 10:45 p.m.. Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, March 6, 2019 or at the call of the Reeve. \*Carried\*

Acting Reeve, Pat Garside

Valerie Obarymskyj, Clerk Treasurer

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**\*\*\* Building Inspection \*\*\***  
Kevin Morris – Building Inspector - Call 1-800-797-2997  
Email: kevin.morris@tulloch.ca

**IT IS THE RESPONSIBILITY OF THE OWNER TO OBTAIN A BUILDING PERMIT  
IT IS ILLEGAL TO START WORK WITHOUT A PERMIT**

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**WINTER Hours in Effect from Sept 15/18 – May 15/19**  
Saturday: 10:00 am - 3:00 pm  
Sunday: 12:00 pm - 4:00 pm

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Residents are reminded that several turnarounds exist on municipal roads and these are intended for the use of the snowplow operator as well as school buses and even fire department vehicles. Residents must not park their vehicles/trailers/etc in these areas and this applies on a year-round basis.

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**The INTERIM instalment of this year's property tax bill was mailed February 1, 2019 with a due date of February 28, 2019.**  
A reminder for those residents that wish to pay their taxes electronically - we have agreements with most banking institutions to enable this. Your customer identification number will be your "Roll Number" that appears on your tax bill.  
  
**PLEASE** ensure when choosing the "Payee Name" that you select:  
**HILTON (TOWNSHIP) - TAXES**  
**and not**  
**HILTON BEACH (VILLAGE) - TAXES**  
**Thank you!**

# FIRE - 911 for Emergencies



### WHAT'S THE RISK?

- Heating equipment fires account for **1 in 10** home fires.
- Heating equipment is the **second leading** cause of home fires.
- In 29% of home heating fires, the cause is **lack of routine maintenance** of heating equipment.
- The average dollar loss per heating equipment fire is **\$53,000**.

- The leading causes of heating equipment fires are:**
1. woodstoves
  2. fireplace/fireplace inserts
  3. chimneys.

Statistics for Ontario between 2010-2014.  
Provided by the Office of the Fire Marshal and Emergency Management

### How do I prevent a heating fire?

- ❖ Have your heating system and chimneys inspected and cleaned annually by a qualified service technician.
- ❖ Ensure all outside heating vents are not blocked.
- ❖ Ensure woodstoves, fireplaces and fireplace inserts are installed by a qualified technician according to manufacturer's instructions.
- ❖ Always use a fire screen around the fireplace.
- ❖ Allow ashes from your woodstove or fireplace to cool before emptying them into a metal container with a tight-fitting lid. Keep the container outside.



All homes with a fuel-burning appliance, fireplace or attached garage must have a working carbon monoxide alarm installed outside all sleeping areas.

Office of the Fire Marshal & Emergency Management  
[www.ontario.ca/firemarshal](http://www.ontario.ca/firemarshal)

## Barn Fire Prevention:

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has recently released three videos on reducing the risk of barn fires:

- [video on good housekeeping practices in barns](#)
- [video on safety practices regarding electrical equipment](#)
- [video on safety practices when performing hotworks such as welding, grinding and torching](#)

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**Hilton Family Winter Fun Day**  
 Monday, February 18, 2019  
 11:00 a.m. – 2:00 p.m.  
 Hilton Beach Ice Pad

**Come join us for a day of fun at the Village of Hilton Beach Ice Pad located at 3100 Bowker St.** Festivities will include chicken bowling, skating races, snow machine rides offered by the St. Joseph Island Voyageurs' Snowmobile Club, cookies, hot chocolate and hotdogs. All participants are required to wear a helmet while on the ice surface.

### Prizes to be won!!

*Sponsored by the Hilton Beach Recreation Committee*

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The Village of Hilton Beach Winter Rink is ready and there is a need for volunteers to maintain the rink over the season! If interested in helping to keep the rink in operation, please contact the Hilton Beach Municipal Office at 246-2242.