

**MINUTES**  
Regular Meeting  
January 8, 2014  
7:00 p.m.

Present:

Absent:

Reeve: Rodney Wood

Councillors: Pat Garside  
Dianne Holt  
Robert Jerrard  
Dave Leask

Road Superintendent: Lyn Garside

Clerk Treasurer: Valerie Obarymskyj

There were no disclosures of pecuniary interest.

Moved by Pat Garside 2014-01

Seconded by Dave Leask

Resolved that we do accept the Agenda as presented. \* Carried \*

Moved by Dianne Holt 2014-02

Seconded by Robert Jerrard

Resolved that we do approve the Minutes of the meeting of December 4, 2013, as presented. \*Carried\*

Lyn Garside, Road Superintendent provided an update to Council on road issues in the Township. He confirmed that due to the lingering extreme cold there will be increased costs related to heating the garage to ensure equipment operation and increased sand usage/costs due to the icy road conditions.

Council reviewed the Draft Asset Management Plan (AMP) prepared by Tulloch Engineering over the past year. The Township, along with most Ontario municipalities, received approximately \$20,000 in funding to complete this Plan. It will be referred to by senior levels of government whenever future municipal grant requests are submitted. The Plan includes details regarding the state of our local infrastructure (roads/vehicles/equipment/buildings); desired levels of service from these assets; an asset management strategy designed to provide the desired level of services in a sustainable manner and financing options to address the asset management strategies that will keep our infrastructure in acceptable condition. The Plan identified that for small municipalities such as ours, two questions need to be addressed: 1) what quantity and quality of infrastructure can the municipality afford and maintain; 2) what quantity and quality of infrastructure is needed with 'need' being driven by regulation and public expectations, as well as current and future population. While municipalities have various options available to them to finance infrastructure such as taxation, annual transfers to capital reserve funds, user fees and borrowing among others, the Plan noted that many small municipalities take on a position of 'anti-debt' recognizing their limited growth projections. Council noted the Township of Hilton would seem to fall within this group as the municipality has mainly limited any infrastructure improvements to what can be accomplished without a significant increase to the tax rate or by accessing, when available, senior government financial assistance. The Township has always committed to transferring an annual amount to reserve funds to ensure the necessary finances are in place when it comes time for equipment replacement or significant road projects. Council praised the draft document and the only suggestion for change included a separate section addressing the Fire Department vehicles which are jointly owned with the Village of Hilton Beach. Council noted the Plan will be a 'living document' that should be reviewed and updated on a regular basis and while certain road improvements have been identified in specific years, the order of such projects may well vary due to funding availability and other factors. Once a final version of the Asset Management Plan is received and approved it will be posted on the municipality's website for all residents to view.

Moved by Dave Leask 2014-03

Seconded by Robert Jerrard

Resolved that we do approve in principle the Asset Management Plan (Dec 2013) prepared by Tulloch Engineering with some modifications to be made as discussed by Council. \*Carried\*

The Clerk advised that formal agreements for two funding opportunities that had recently been approved needed to be adopted through by-law. The SRNMIF – Top Up Funding Agreement pertains to the approximate \$60,000 in funding to be contributed by the Province toward the 20<sup>th</sup> Side Road rehabilitation project; the SRNMIF – Capacity Funding Agreement pertains to the approximate \$20,000 in funding to be contributed by the Province toward a 2014 capital road project of the municipality's choosing. This project will likely be decided at the February 2014 council meeting when this year's amalgamated tender will be discussed.

Moved by Robert Jerrard 2014-04

Seconded by Dianne Holt

Resolved that we do give first, second and third and final reading and pass By-Law No. 1090-14 being a by-law to authorize the Reeve and Clerk to execute the SRNMIF – Top Up Funding Agreement. \*Carried\*

Moved by Pat Garside 2014-05

Seconded by Dave Leask

Resolved that we do give first, second and third and final reading and pass By-Law No. 1091-14 being a by-law to authorize the Reeve and Clerk to execute the SRNMIF – Capacity Funding Agreement. \*Carried\*

Councillor Leask advised that at a recent fire board meeting, Fire Chief Jerry Shields confirmed the three Island fire chiefs would be meeting this month to draft an automatic aid agreement that would cover the entire island. The draft agreement will be reviewed by the Fire Board at a February 2014 meeting and then presented to Council at its next regular meeting. Councillor Leask also confirmed that Chief Shields welcomed the opportunity to hold a 'fire education' course for local residents in the spring.

Council reviewed a building permit summary for the year 2013 prepared by Ron LeBlanc, Building Inspector for the Township. The report showed there had not been any significant construction during the past year with only ten permits issued for a total permit fee value of \$1,120 and a construction value of \$173,860. Despite the associated building inspection service cost of approximately \$7,000 for the year, Council once again confirmed the professional manner in which building inspection is carried out in the Township is worth the cost and the future taxation from the additional assessment must also be taken into consideration.

Council reviewed a draft by-law regarding the use of trailers within the municipality. The document reflected a different approach to the matter following a review of the trailer questionnaire results completed by Township residents and a meeting with an Algoma Public Health (APH) representative and the Township's building inspector. While the new approach negates the need to obtain a permit from the Township, it does address the need to satisfy the requirements of APH and the building code. In addition, there remains the issue of regulating the number of trailers on a lot and prohibiting trailers from being used as a permanent residence. The Clerk was asked to modify the draft by-law and circulate to council members for review prior to the next regular meeting.

In preparation for the interim property taxes to be issued the beginning of February 2014, the following by-laws were passed. The interim bill will always be 50% of the previous year's taxes paid and the final bill will take into consideration the current year's tax rate following budget discussions and the current year's assessment.

Moved by Dianne Holt 2014-06

Seconded by Robert Jerrard

Resolved that we do give first, second and third and final reading and pass By-Law No. 1086-14 being a by-law to provide for an interim tax levy for 2014 and for the payment of taxes and for penalty and interest of 1.25% per month after the due date. \*Carried\*

Moved by Dave Leask 2014-07

Seconded by Pat Garside

Resolved that we do give first, second and third and final reading and pass By-Law No. 1087-14 being a by-law to establish tax ratios for the Township of Hilton for the year 2014. \*Carried\*

Moved by Robert Jerrard 2014-08

Seconded by Dianne Holt

Whereas Section 284 of the Municipal Act, 2001, as amended, provides that the Treasurer of a municipality shall in each year provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to council members and local board members and whereby such remuneration is authorized under By-Law No. #1077-13, Council hereby agrees to accept the attached statement as verification of such remuneration paid. \*Carried\*

Moved by Pat Garside 2014-09

Seconded by Robert Jerrard

Resolved that we do give first, second and third and final reading and pass By-Law No. 1088-14 being a by-law to appoint officers, servants, boards and commissions for the year 2014. \*Carried\*

The Clerk advised that the Township's share of the recycling rebate for 2012 is still unknown by the Village of Hilton Beach. The Township entered into an agreement with the Village the beginning of 2012 for the recycling bins located at the landfill. The Township had previously been part of the joint recycling program situated at the turnoff from Highway 17 and the 'Loonie' location in Echo Bay. The agreement with the Village includes the Township paying approximately 70% of the costs and in turn, being entitled to 70% of the rebate received. The rise in costs for this service has increased dramatically from the previous joint program and Council is optimistic the rebate will help to reduce the significant increase.

Moved by Dianne Holt 2014-10

Seconded by Dave Leask

Resolved that we do enter Closed Meeting at 9:34 p.m. in accordance with the Municipal Act, 2001, Section 239 (2) (c) that a meeting may be closed to the public for the purpose of discussing a proposed or pending acquisition or disposition of land by the municipality. \*Carried\*

Moved by Robert Jerrard 2014-11

Seconded by Dave Leask

Resolved that we do return to Open Meeting at 10:03 p.m. \*Carried\*

Moved by Pat Garside 2014-12

Seconded by Robert Jerrard

Resolved that we do approve the recommendations in the Closed Session report and direct the Clerk to confirm with the municipality's solicitor. \*Carried\*

The Clerk advised the Township's Fees and Charges by-law needed modification as the hourly rate for the municipal solicitor had not been changed since 2009. In addition, a clause was added stipulating interest charges in the amount of 1.25% per month would be applied to any unpaid legal fees.

Moved by Dianne Holt 2014-13

Seconded by Dave Leask

Resolved that we do give first, second and third and final reading and pass By-Law No. 1093-14 being a by-law to establish and require payment of various fees and charges. \*Carried \*

The Clerk advised she would like to continue with the second stage of the recently attended WSIB sponsored health and safety program. While the workload involved has been significant, the changes made and still to be implemented will help protect all employees and ensure the Township is fulfilling its due diligence in this area.

Moved by Robert Jerrard 2014-14

Seconded by Pat Garside

Resolved that we do authorize Valerie Obarymskyj to participate in the 2014 Safety Group Program sponsored by Workplace Safety North with four meetings to be held in Sault Ste. Marie throughout the 2014 year. \*Carried \*

Moved by Robert Jerrard 2014-15

Seconded by Dave Leask

Resolved that we do authorize Valerie Obarymskyj to attend the AMCTO Municipal Elections training workshop to be held in Sault Ste. Marie on March 3, 2014. \*Carried \*

Moved by Dianne Holt 2014-16

Seconded by Dave Leask

Resolved that we do give first, second and third and final reading and pass By-Law No. 1089-14 being a by-law to approve a policy committing to a 'Return to Work Procedure' for any employee unable to perform his/her regular duties following a work-related injury or illness. \*Carried \*

Council reviewed correspondence from several municipalities regarding the proposed changes to how the OPP would bill for its services beginning in 2015. The Clerk confirmed that when Michael Mantha, MPP attended the Township on December 20, 2013 as part of a constituency meeting, he confirmed that some municipalities in his riding were in favour of the proposal. For the majority of small municipalities the proposed model will result in exorbitant increases that without financial assistance from the Province, would lead to significant tax increases.

Moved by Dianne Holt 2014-17

Seconded by Robert Jerrard

Whereas correspondence received from the Township of Seguin, dated November 19, 2013, requested municipal support to petition the Province and the Premier of Ontario to abolish the Ontario Provincial Police (OPP) proposed new billing model for charging municipalities for policing services, starting in 2015;

And Whereas the current billing model is a deployment model, in which cost recovery is based on percentage of detachment workload, actual detachment staffing levels, wages and benefits, and a cost recovery component for other expenditures, a model that has been in place for over 15 years;

And Whereas the new methodology would charge each municipality a flat \$260.00/household fee for the base costs related to providing police services, plus a variable charge for each call for service in that municipality. The rationale for this is that there is a base fixed cost for providing police services that must be borne by all participating municipalities, regardless of the number of calls for service that the OPP responds to in each municipality. The OPP have advised that 73% of their costs are fixed (i.e. base costs) and 27% are variable;

And Whereas the actual specifics of the cost for the calls for service have not been released or calculated, the OPP has estimated that the average cost per household in Ontario for policing services, including both the base cost and the calls for service, would be approximately \$369;

And Whereas this model would see the OPP costs for the Township of Hilton increase from \$31,743 in 2014 to \$129,150, an increase of \$98,150 or 307%;

And Whereas this model is fundamentally flawed, unfair and inequitable;

Now Therefore Be It Resolved that the Council of the Township of Hilton supports the Township of Seguin in its request the Province of Ontario and Premier Wynne abolish the proposed new OPP Billing model in favour of a model that is equitable to all small, rural municipalities;

And That prior to any new OPP Billing Model coming into effect, Council urges the Province to give serious consideration to implementing transitional funding and/or increases to the Ontario Municipal Partnership Fund (OMPF) in order to offset the additional costs that will be incurred by small, rural municipalities;

And That this resolution be forwarded to the Hon. Kathleen Wynne, Premier of Ontario; the Hon. Madeleine Meilleur, Minister of Community Safety & Correctional Services; the Hon. John Gerretsen, Attorney General of Ontario; Bonnie Lysyk, Auditor General of Ontario; the Federation of Northern Ontario Municipalities (FONOM); and the Association of Municipalities of Ontario. \*Carried \*

Council received correspondence from the OPP confirming any officer trained in the use of a Conducted Energy Weapon (CEW) will now be permitted to carry the device for operational purposes. Training will begin in January 2014 and an annual re-certification will be required.

Council reviewed correspondence from Matthews Memorial Hospital Association requesting financial support for physician recruitment and retention, including the costs associated with recruiting locums. The fundraising target this year is \$40,000. Council noted it needed more information prior to making any commitment. The Clerk was asked to contact the Association and request information such as the current balance in the recruitment fund; what impact, financial or otherwise, the new relationship with the Blind River District Health Centre had on physician recruitment and whether a portion of BRDHC's annual budget was dedicated to MMHA. The same issue that was raised a year ago regarding equality of municipal contributions was discussed. The matter will be deferred till budget time when the information requested should be available.

Moved by Dianne Holt 2014-18

Seconded by Dave Leask

Resolved that we do authorize the payment of Township bills for the month of December 2013 in the amount of \$153,497.37 as per Voucher 12-2013: Administration - \$7,215.68; Algoma District School Board (4<sup>th</sup> Qtr) - \$33,366.07; Algoma Dist Social Services - \$21,541.42; Algoma Public Health (Qtr) - \$1,862.75; Asset Management Plan (installment) - \$4,169.42; Building - \$692.13; Dump (50%) - \$5,112.50; Fire - \$7,820.69; Misc - \$4,384.21; Planning Bd - \$2,546.25; Police (Oct/Nov) - \$4,962.00; Roads - \$59,824.25. \* Carried \*

Moved by Pat Garside 2014-19

Seconded by Dave Leask

Resolved that we do pass By-Law No. 1094-14 being a by-law to confirm the proceedings of this meeting.  
\*Carried\*

Moved by Dave Leask 2014-20

Seconded by Dianne Holt

Resolved that we do adjourn at 11:30 p.m., Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, February 5, 2014 or at the call of the Reeve. \*Carried\*

Reeve, Rodney Wood

Valerie Obarymskyj, Clerk Treasurer

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**\*\*\* Building Inspection \*\*\***  
Ron LeBlanc – Building Inspector - Call 1-800-797-2997

**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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# F I R E - 911 for EMERGENCIES

Remember that only **WORKING** smoke alarms save lives!

- ♦ **Choose the right smoke alarms.** There are many types of smoke alarms available with different power sources, technologies and features. Before purchasing smoke alarms, visit [ofm.gov.on.ca](http://ofm.gov.on.ca) for information, or contact the fire department.
- ♦ **Install in the proper locations.** Ontario law requires that working smoke alarms be located on every storey of the home and outside all sleeping areas. Avoid installing smoke alarms in or adjacent to kitchens and bathrooms, or near air vents, windows and ceiling fans.
- ♦ **Manage nuisance alarms.** If a smoke alarm frequently activates due to cooking activities or using the shower, **DO NOT** remove the battery! Try moving the smoke alarm, purchasing a smoke alarm with a hush feature, or replacing ionization alarms located near kitchens with photoelectric alarms. For more solutions to nuisance alarms, visit [makeitstop.ca](http://makeitstop.ca)
- ♦ **Change the battery once a year.** Install a new battery at least once a year or whenever the low-battery warning sounds. Test the smoke alarm after installing a new battery.
- ♦ **Test smoke alarms monthly.** Smoke alarms should be tested monthly, and upon returning home after an absence of more than a few days. If the alarm fails to sound when the test button is pressed, make sure the battery is installed correctly, or install a new battery. If the alarm still fails to sound, replace the smoke alarm with a new one.
- ♦ **Replace smoke alarms after 10 years.** Smoke alarms more than ten years old should be replaced with new ones. **Always follow the manufacturer's instructions** for installing, testing and maintaining smoke alarms.
- ♦ **For information about smoke alarms, contact your local fire department:**  
Fire Chief Jerry Shields: 705-246-0895 (phone)  
705-246-0132 (fax)  
[fire@hiltontownship.ca](mailto:fire@hiltontownship.ca) (email)

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**Interim Tax Bill for 2014**

A reminder that the interim tax billing for 2014 will be mailed February 1, 2014 with a due date of February 28, 2014.

For those residents who prefer to pay their taxes electronically, we have agreements with the following banking institutions: ASCU, CIBC, Northern Credit Union, Royal Bank, Scotiabank and TD Canada Trust. Your customer identification number will be your "Roll Number" (ie 5704 000 000 \*\*\*\*\* 0000) that appears on the top of your tax bill.

For all residents who pay their taxes electronically, when choosing the "Payee Name" please ensure you pick: **HILTON (TOWNSHIP) - TAXES** and not **HILTON BEACH (VILLAGE OF) - TAXES**. There have been several incorrect payments made over the past year where Township payments have been made to the Village of Hilton Beach due to this error. This results in considerable administration time to correct so please ensure you remit your payment to the correct municipality. Thank you!

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