

**MINUTES**  
Regular Meeting  
May 6, 2015  
6:30 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.

Reeve Wood welcomed Joe Books, Community Emergency Management Coordinator (CEMC) for Hilton Township. As part of the annual training requirements for Council, Lesson 8 of the Basic Emergency Management Course addressing 'Preparedness' was reviewed. The review addressed the different components of any preparedness program including: Emergency Plans; Emergency Operations Centre; Training; Exercises; Emergency Information; Public Education. Council was reminded that our Emergency Plan should be reviewed every six months especially in terms of updating contact information. It was noted that the Federal government approach to emergency plans is to consider all hazards while the Provincial approach focuses on identifying the specific hazards likely to occur and then completing a risk assessment. The typical hazards for our area would include severe weather, flooding, ice and wind storms. The Emergency Operations Centre would be the Municipal Office and should be fully equipped for the Emergency Control Group to carry out its role. A recommendation was made that a small generator be purchased for the Office to ensure the availability of lighting for such situations. Training for Councils will continue to take place on an annual basis with periodic tabletop mock disasters planned. Council was encouraged to continue to distribute information to the public on how to respond to certain emergency situations. It was noted that it is every adult's responsibility to take necessary steps to ensure their own emergency needs will be met for a period of at least 72 hours. Reeve Wood thanked Joe for his time and for continuing to represent the Township in his role as CEMC.

Moved by Pat Garside 2015-54  
Seconded by Dave Leask  
Resolved that we do accept the Agenda as presented. \* Carried \*

Moved by Robert Jerrard 2015-55  
Seconded by Dianne Holt  
Resolved that we do approve the Minutes of the meetings of April 1 and April 29, 2015, as presented. \*Carried\*

Reeve Wood welcomed Roy Broadhagen, representative of the St. Joseph Island Historical Society. Council was advised that in connection with the Society's previous notification about its hope to retrieve letters written by WWI soldiers encapsulated in the cenotaph, now, the condition of the structure itself was being questioned. The concrete appears to be deteriorating considerably and will likely warrant certain repairs. While there is concern the retrieval of the letters could result in more damage, the historical value of such documents is considered too important to not proceed. Council was told that there are grant opportunities with Veterans' Affairs that could help to offset the cost of such work by fifty percent. The ownership of the memorial continues to be questioned as at the time of construction it was within the Township of Hilton. Roy confirmed he would be addressing the issue with the Village of Hilton Beach Council at its next regular meeting. Council noted that we are within the 100 year anniversary period of WWI (1914 – 1918) and a refurbishing effort at this time would be most appropriate. In order to obtain a professional determination as to the condition of the structure, the following resolution was passed.

Moved by Pat Garside 2015-56  
Seconded by Dianne Holt  
Resolved that Council for the Township of Hilton does support contacting Tulloch Engineering to obtain a recommendation as to the status of the condition of the cenotaph located in the Village of Hilton Beach and agrees to cover the associated cost of such assessment. \*Carried\*

The St. Joseph Island Historical Society also advised that several years ago it had erected thirty signs throughout the Island commemorating a number of sites significant to the Island's history. The Society advised that thirteen of these signs required replacement and three were within the Township of Hilton's boundaries (Milford Haven/Stills Side Rd/Nip and Tuck Railway).

Moved by Robert Jerrard 2015-57  
Seconded by Dave Leask  
Resolved that we do contribute \$250.00 to the St. Joseph Island Historical Society to help offset the cost of replacing historical signs throughout the community. \*Carried\*

Reeve Wood opened the Public Meeting at 8:00 pm to address a zoning amendment to reduce the building setback from the established high water mark at 3128 Brickyard Road. The amendment was requested to allow for the construction of a guest cabin as an accessory use to the primary residence. The setback was required due to limitations resulting from the location of the septic field. The Clerk advised that Algoma Public Health would require a Performance Level Review and that the Building Inspector had visited the site and confirmed the setbacks as outlined in the application to be accurate. There had not been any other comments received from those parties notified of the zoning amendment application.

Moved by Pat Garside

2015-58

Seconded by Robert Jerrard

Resolved that we do give first, second and third and final reading and pass By-Law No. 1132-15 being a by-law to amend Zoning By-law No. 2015-11 by adding a subsection that allows a reduction to the building setback from the established high water mark for the construction of a guest cabin on 3128 Brickyard Road. \*Carried\*

Reeve Wood closed the Public Meeting and returned to Regular Meeting at 8:10 pm.

Lyn Garside, Road Superintendent, provided an update to Council on road issues. He noted a number of road problems that had resulted due to significant amounts of ground water and a winter of extreme low temperatures and little snow. Half-load restrictions will likely be lifted around May 24<sup>th</sup> but we will follow the MTO's dates.

Moved by Dave Leask

2015-59

Seconded by Pat Garside

Resolved that we do accept our share of the amalgamated tender calls as follows (taxes included):

Culverts	Ideal Pipe	\$ 1,305.15	
Blades	White's Wearparts Ltd.	\$ 1,556.96	
Calcium	Pollard highway Products	\$ 7,524.18	*Carried*

Road construction projects involving surface treating will include Neal Drive, Garside Road West (one km only) and a 2 km section of Base Line.

Moved by Robert Jerrard

2015-60

Seconded by Dianne Holt

Resolved that we do accept our share of the amalgamated tender calls as follows (taxes included):

Surface Treatment	Ellwood Robinson	\$106,546.69	*Carried*
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Council reviewed a report from the Clerk addressing Fire Department training records noting it is the responsibility of Council to ensure proper records are being maintained. The personnel records of the Fire Department volunteers had recently been moved to the office of the new Chief, Lyn Garside. Some of the information had been shared with Office of the Fire Marshal, Fire Advisor, Bob Thorpe to determine whether the records being kept would be considered satisfactory by the Ministry of Labour should an injury/investigation ever occur. It was confirmed that the form being used from past years to record training sessions was adequate, however, training record details over the past couple years were missing from the files. Subsequent to the writing of the Clerk's report, it was discovered that separate log books had been kept to track training exercises. Chief Lyn Garside confirmed he would address this issue in more detail at the next Fire Board meeting.

Council suggested the dates of May 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup> be suggested to the Village Fire Board members as possible dates for the next Fire Board meeting at which the 2015 Fire Budget will be discussed.

The Clerk provided documentation to Council addressing the mandatory servicing requirements associated with emergency generators. In the past, the Township has contributed toward the servicing cost of the generator at the Royal Canadian Legion in Richards Landing as that site was designated the Emergency Warming/Support Shelter for the entire Island. At the recent joint meeting with the Village of Hilton Beach it was noted that the Village had acquired its own emergency generator for its Community Hall and the Township confirmed it would be willing to contribute a similar amount to the Village towards its servicing costs if that location was available to Township residents in an emergency situation. It had also been raised at that meeting by Village representatives that there were additional costs associated with the Community Hall to which the Township should contribute to ensure it remained a viable emergency centre. The availability of the Legion at no cost to Township residents plus the reality that the majority of Township residents would likely remain in their own homes during power outage periods was discussed. The Clerk advised she is anticipating a response from the Village confirming if annual servicing requirements were being carried out for the generator and if so, the actual costs incurred.

Council reviewed information from the Office of the Fire Marshal and Emergency Management (OFMEM) advising it is the responsibility of municipalities and Chief Fire Officials to ensure they are in full compliance with the new regulations concerning vulnerable occupancies. The correspondence confirmed there are no vulnerable occupancies within our municipality. Chief Garside noted he would like to receive confirmation from the Village that it was also considered to not have any such vulnerable occupancies within its boundaries.

Council received correspondence from Tulloch Engineering that the hourly cost of building inspections would

increase from \$70 to \$75 effective July 1, 2015. It was noted the hourly rate has not changed since July 2012. Council considered the increase fair and again confirmed its satisfaction with the professional service provided.

The Clerk advised the audit for 2014 had been completed and the financial statements were presented for review.

Moved by Dave Leask 2015-61  
Seconded by Robert Jerrard  
Resolved that we do accept the 2014 Financial Statements for the Township of Hilton, as prepared by BDO Dunwoody. \* Carried \*

Moved by Dianne Holt 2015-62  
Seconded by Pat Garside  
Resolved that we do accept the 2014 Financial Statements for the Hilton Union Fire Department, as prepared by BDO Dunwoody. \*Carried\*

Council reviewed the Library Board's Budget for 2015 which remained consistent with the previous year's levy requirements. The total budget is for \$27,950 with levy requests from both the Village and the Township for \$11,721 each. The remaining revenue is in the form of provincial grants, donations and fundraising. Council was prepared to approve the submitted budget but recommended deferral until the issue of ownership of the books, which was first raised in May 2014, is resolved. It was also noted it had been discussed at a recent Library Board meeting that an amendment to the 2015 Budget might be presented as a result of Village Council discussions.

Moved by Dave Leask 2015-63  
Seconded by Robert Jerrard  
Resolved that we do contribute \$300.00 to the St. Joseph Island Horticultural Society for the Year 2015. \*Carried\*

Council received a request from the Central Algoma Freshwater Coalition for financial support as a Municipal Partner for the 2015 year. Council deferred this matter to budget discussions to occur later in May.

Moved by Pat Garside 2015-64  
Seconded by Dianne Holt  
Resolved that we do approve the St. Joseph Island Museum Budget for 2015 as presented in the amount of \$47,900 with Hilton Township's share being \$5,283.20. \* Carried \*

Moved by Dianne Holt 2015-65  
Seconded by Dave Leask  
Resolved that we do support the Central Algoma Secondary School with donations of \$50 and \$100 to be awarded respectively to a deserving Grade 8 and Grade 12 graduate. \* Carried \*

The Clerk advised that Penny Wood, Recreation Coordinator, had recommended the Township Council Chambers and parking lot be offered free of charge to any residents wishing to participate in the annual Country Roads Tour. It was noted that some residents are located in harder to reach areas and this location would provide easier access. Space would be limited within the building to a maximum of four tables, however, if the weather was favourable, more could set up outside. Council noted that as long as security measures were taken it had no objection.

Council agreed to the date of Wednesday, May 27, 2015 at 7:00 pm to address the 2015 Municipal Budget.

Information was received detailing a one day workshop to be held at the Hilton Beach Community Hall on Saturday, May 30, 2015. The workshop is "Protect Your Property Investment" and is jointly sponsored by the Central Algoma Freshwater Coalition, Algoma Public Health, Village of Hilton Beach and Township of Hilton. It is intended to provide information on how to protect your property value, avoid costly repairs and protect the environment. More details available at the end of the Minutes as well as: [www.hiltontownship.ca/News/Notices](http://www.hiltontownship.ca/News/Notices).

Council received information from the OPP introducing Citizen Self Reporting (CSR), an internet based reporting system as an alternate means of reporting non-emergency incidents to police. Either computers or mobile devices can be used to report incidents not deemed to be emergencies or where no suspects or injuries are involved. The intent is to improve efficiencies and increase public safety. The following link takes you directly to the CSR website: <http://www.opp.ca/reporting/>

Council reviewed a request for support of the 1<sup>st</sup> Annual Teen Games Night and was supportive of the intent behind the event. The kids involved collected pledges to raise funds for needed community programs and services.

Moved by Dianne Holt 2015-66  
Seconded by Dave Leask  
Resolved that we do contribute \$100 to support the first annual Teen Games Night with profits to be shared between the Trefry Centre and the Royal Canadian Legion Br. 374 Ladies' Auxiliary. \* Carried \*

Moved by Robert Jerrard 2015-67

Seconded by Dianne Holt

Resolved that we do authorize the payment of Township bills for the month of April 2015 in the amount of \$52,229.69 as per Voucher 04-2015: Admin - \$6,909.63; Algoma District Services Admin - \$21,759.85; Building - \$158.20; Fire - \$1,134.11; Misc (Employee/ Employer Payroll Deductions/Benefits) - \$6,047.62; MPAC (1st Qtr) - \$4,443.09; Policing - \$3,742.00; Roads – \$6,038.79; WSIB (1<sup>st</sup> Qtr) - \$1,996.40. \*Carried\*

Moved by Pat Garside 2015-68

Seconded by Dave Leask

Resolved that we do pass By-Law No 1133-15 being a by-law to confirm the proceedings of this meeting.\*Carried

Moved by Robert Jerrard 2015-69

Seconded by Dave Leask

Resolved that we do adjourn at 11:48 p.m, Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on the 27<sup>th</sup> of May, 2015 for a Budget Meeting and at 7:00 p.m. on Wednesday, June 3, 2015 for the next Regular Meeting of Council or at the call of the Reeve. \*Carried\*

Reeve, Rodney Wood

Valerie Obarymskyj, Clerk Treasurer

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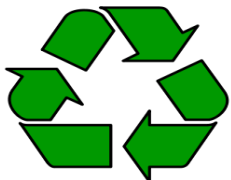


**\*\*\* Building Inspection \*\*\***  
  
**Ron LeBlanc – Building Inspector - Call 1-800-797-2997**  
  
Email: ron.leblanc@tulloch.ca

**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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**Dump/Recycling (M and N Road):**



**SUMMER Hours in Effect from May 15/15 – Sept 15/15:**  
Wednesday: 2:00 pm – 6:00 pm  
Saturday: 10:00 am - 3:00 pm  
Sunday: 2:00 pm - 6:00 pm  
Holiday Mondays: 2:00 pm – 6:00 pm

**Note: Tippage FREE weekend for all Hilton Township residents during the three days of the May ‘Victoria Day’ weekend (May 16, 17, 18)**

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**Items considered Hazardous:** Paint (both oil and latex); oil; acids; anti- freeze; aerosols; caustics; flammables; pesticides; batteries of all types; propane cylinders; oil filters; pharmaceuticals; fire extinguishers; etc. Please note the above items are not accepted in the local landfill anymore.

Hilton Township residents are authorized to deposit these items at the Household Special Waste Facility located at:

**115 Industrial Park in Sault Ste. Marie**  
(turn off Great Northern Road across from Giovanni’s).

**Hours of Operation:** Thursdays and Fridays from 9:00 am till 6:00 pm and Saturdays from 8:00 am till 4:00 pm during the months of May through to October.

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**F I R E - 911 for EMERGENCIES**



It is necessary to obtain a Fire Permit at the Municipal Office for Small Brush Burning and Incinerator Burning during the months from April to October. There is no fee for this permit.

**A reminder that burning is only permitted two hours before sunset and two hours after sunrise.**

*(Exception: campfires for cooking/warmth allowed anytime.)*



**The Central Algoma Freshwater Coalition,  
Algoma Public Health,  
The Village of Hilton, and  
The Township of Hilton**  
*presents*

*2nd Annual*  
**Protect Your Property Investment:**  
*It's all about YOUR Dollars and Sense!*

The Central Algoma Freshwater Coalition is pleased to host this annual one-day training workshop. Representatives from Real Estate, Finance, Insurance, Health and the Environment will share information, give tips and answer questions on how to maximize your property investments.

**When Can I Come?**

**Date:** Saturday May 30<sup>th</sup>, 2015

**Time:** 9:00am (coffee)

9:30am (start)

12:00 (lunch included)

3:30pm (wrap up)

**Where:** Hilton Beach Community Hall  
3100 Bowker Rd, Hilton Beach



**What Will I Learn?**

- Protecting your property value
- Avoiding costly repairs
- Protecting the environment

**How Do I Get Tickets?**

Tickets are \$15 each (\$10 if you're a member) and include all your training materials and lunch. Registration required in advance.

Tickets are available at the CAFC Office (9154 Hwy 17 East, Unit 2, Bruce Mines, ON), and online through Eventbrite at: <http://centralalgomafreshwatercoalition.ca/events.php>



*Algoma*  
**PUBLIC HEALTH**  
Santé publique Algoma

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**\$\$\$\$\$      Budget Meeting      \$\$\$\$\$**

Pursuant to the Municipal Act, 2001, as amended, the Council of the Township of Hilton hereby provides notice that the 2015 Municipal Budget is scheduled for review and possible adoption at a special meeting to be held on Wednesday, May 27, 2015 beginning at 7:00 pm at the Hilton Township Municipal Office, 2983 Base Line, Hilton Beach, Ontario P0R 1G0.

As with all regular council meetings, this budget meeting is open to the public.