

MINUTES
Regular Meeting
September 2, 2015
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

Moved by Pat Garside 2015-105

Seconded by Dave Leask

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

Reeve Wood welcomed Joe Books, CEMC (Community Emergency Management Coordinator) for the Township of Hilton. Joe was present to offer additional training in the handling of emergencies and this session focused on the importance of note taking. It was stressed that timely notes should be taken from the onset of any emergency to provide increased credibility in any post-incident analysis review and serve as reference should any legal proceedings result. While the discussion focused on emergencies, the importance of note taking was also linked to both fire and road department issues as well. All members of the Emergency Control Group should have their own personal log books to detail in chronological order their role in the handling of the emergency. The quality of certain notes taken during the Elliott Lake mall collapse had come under negative review during the subsequent inquiry and reinforced the importance of providing note taking training. In addition, the topic of prevention was reviewed and what actions may be taken to prevent an emergency or disaster. Such actions can include zoning by-law which prohibit development in areas prone to flooding; adopting an Emergency Plan complete with up-to-date contact information for such needs as fuel, backhoes, graders, etc. and ensuring all residents are aware of where they should go should an emergency occur and carrying out fire prevention inspections at industrial facilities. The Clerk noted a copy of the Township's Emergency Plan had recently been requested by the OPP and they had recommended it be posted on our website. Reeve Wood thanked Joe for the continuing training sessions and noted their value to both council members and staff.

Moved by Robert Jerrard 2015-106

Seconded by Dianne Holt

Resolved that we do approve the Minutes of the meeting of August 5, 2015, as presented. *Carried*

Moved by Pat Garside 2015-107

Seconded by Dave Leask

Resolved that we do approve the Minutes of the Closed Meeting of August 5, 2015, as presented. * Carried *

Lyn Garside, Road Superintendent, provided an update to Council on road issues. He confirmed the surface treating of Base Line, Neal Drive and part of Garside Road West had been completed by mid-August, a full month later than normal. The delay in surface treating resulted in a delay in using the brush hog to cut back roadside trees but the work had recently been carried out in many areas. He advised there had been a delay in the MTO's culvert replacement along Highway 548 at the Kaskewan River but the road should be re-opened this week. Lyn advised Council he had been asked by a Village Council representative if the Township's excavator could be used by one of the landfill attendants to compact the material in the trench and some other odd jobs. Council questioned whether our excavator was big enough to effectively carry out such compacting. Discussion also included the merit of renting our machine at \$60/hour and then having to pay almost 70% of the resulting cost as it would become part of the overall landfill expenses charged to us by the Village. The net \$18/hour in revenue to the Township was considered insufficient to cover the wear and tear on the machine.

The Clerk and Road Superintendent presented a copy of the Expression of Interest for a grant application under OCIF (Ontario Community Infrastructure Fund) for the rehabilitation of Hilton Road. The intent of the application would be to allow us to contract out much of the work at a cost greater than would be involved if the work was done in-house with our own equipment. The use of larger equipment would achieve faster results and minimize the disruption to the travelling public on one of our busiest roads.

Moved by Pat Garside 2015-108

Seconded by Dianne Holt

Resolved that Council for the Township of Hilton does authorize the submission of an Expression of Interest to the Ontario Community Infrastructure Fund for funding for the project titled "Hilton Road Rehabilitation".

Carried

A summary of the new rules of the road effective September 1, 2015 were reviewed which included increased

penalites for distracted driving, passing and ‘dooring’ of cyclists and the requirement to slow down and move over which now also applies to tow trucks stopped at the roadside to assist.

Fire Board members were reminded that the quarterly meeting would be held on Tuesday, September 8, 2015.

Council reviewed a request from a seasonal resident to reduce the required setback for a septic system. Septic systems are treated the same as all other structures and need to be 100’ back from the high water mark. Due to a power easement across this individual’s waterfront lot the area available for placement of the planned septic bed, residence and garage is limited. The Clerk was directed to advise the owner that he had the option of applying for a zoning amendment to reduce the setback for the septic however Council would be more willing to accommodate a reduced setback for the residence given concerns about possible contamination of the shoreline. Council also suggested our building inspector be asked to visit the site to offer other possible alternatives.

The Clerk provided a survey of a shoreline property that had been developed many years ago with a seasonal residence built within the shoreroad allowance. The current owner wished to extend the deck on the water side. Council confirmed no zoning amendment would be necessary as the extension would not encroach further toward the high water mark.

The Planning Board will be carrying out a mandatory review of the Official Plan at its upcoming meeting in September and it was suggested that the minimum required lot size of 1 hectare (2.5 acres) for waterfront properties be discussed with the thought being it may be excessive. The required frontage for such lots is 45 metres (150 feet) and that requirement continued to be supported.

The Clerk advised Council she had received two verbal inquiries from residents regarding what type of property standards are enforced within the Township. The Clerk had advised that the only by-law the Township had passed addressed derelict vehicles on a property. Council recommended that, in future, residents be advised that such inquiries/complaints should be submitted to Council in writing.

Correspondence was received from the East Algoma OPP asking if anyone on Council was interested in participating in a Community Policing Advisory Committee. Councillor Garside noted he would be interested in sitting on such a committee.

Council received correspondence from the Royal Canadian Legion, Branch 374 asking for support of its proclamation marking a week in September 2015 as “Legion Week”. The Legion will be holding a Veterans’ Dinner on September 22 with the Branch’s Ladies Auxiliary providing the meal.

Moved by Robert Jerrard 2015-109
Seconded by Dave Leask
Resolved that Council for the Township of Hilton supports the promotions and proclamation of Royal Canadian Legion Branch 374 stating that throughout the Province of Ontario, the week of September 20 – 26, 2015 be proclaimed Legion Week with Ontario Command of the Royal Canadian Legion. *Carried*

Council received correspondence from the Zone 7 Board of AMCTO (Association of Municipal Managers, Clerks and Treasurers) requesting a contribution toward the Fall Meeting to be held in Sault Ste. Marie in October 2015.

Moved by Dianne Holt 2015-110
Seconded by Dave Leask
Resolved that we do support a contribution of \$100.00 toward the AMCTO Zone 7 Fall Meeting to be held in Sault Ste. Marie, Ontario in October 2015. *Carried*

Moved by Robert Jerrard 2015-111
Seconded by Dave Leask
Resolved that we do authorize the payment of Township bills for the month of August, 2015 in the amount of \$68,562.17 as per Voucher 08-2015: Administration - \$5,533.92; Algoma District Services Admin - \$21,449.58; Building - \$1,457.14; Fire - \$6,188.79; Misc (Employee/ Employer Payroll Deductions/Benefits) - \$6,177.66; Roads – \$27,755.08 . *Carried*

Moved by Pat Garside 2015-112
Seconded by Robert Jerrard
Resolved that we do pass By-Law No 1142-15 being a by-law to confirm the proceedings of this meeting.*Carried

Moved by Dianne Holt 2015-113
Seconded by Robert Jerrard
Resolved that we do adjourn at 10:39 p.m, Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, October 7, 2015 or at the call of the Reeve. *Carried*

F I R E - 911 for EMERGENCIES

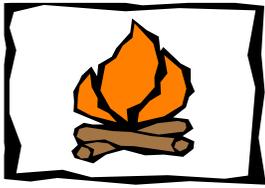
Safe Student Accommodation 101: 10 Tips for a safe place to live

As students prepare to move into shared or rented accommodations to attend college or university, parents, guardians and students themselves should take an active role in finding a safe place to live. It is essential for caregivers and students to talk about fire and life safety. Whether returning to school or leaving home for the first time, a discussion about good fire safety practices can help to ensure this exciting time in a student's life is not marred by a fire tragedy.

Living Safely 101 - What Every Student Should Know to Prevent Fire

1. **Look While You Cook:** Stay in the kitchen when cooking – especially if using oil or high temperatures. If a pot catches fire, have a proper-fitting pot lid handy to slide over the pot and turn off the stove. Cooking requires constant attention. Distractions like televisions, cell phones, or computers can lead to a tragic cooking fire.
2. **Candle With Care:** If you use candles in your room or apartment, keep them away from anything that can burn and place them in a safe, sturdy holder with a glass shade or hurricane chimney. Place them where they cannot be knocked over and blow them out when leaving the room.
3. **Keep An Eye On Excessive Drinkers:** Alcohol is a common factor in many fire fatalities involving cooking and smoking. Be aware of roommates and friends who have been drinking excessively, especially if they are cooking or smoking.
4. **Smoke Outside:** Establish rules for smokers. If you permit smoking inside, use large, sturdy ashtrays that can't be easily tipped over. Ashtrays should be emptied into a metal container not the garbage can. Check around furniture cushions after people have been smoking, especially if they have been drinking.
5. **Use Electricity Wisely:** Toasters, coffeemakers and microwaves should be plugged directly into an outlet. If you must use an extension cord, buy one that is the correct gauge for the appliance and has a CSA or ULC approval mark on the label. CSA or ULC approved power bars may be used for stereo equipment, computers and lights.
6. **Clear the Clutter:** Keep things that burn away from heat sources like stovetops, space heaters and electronic equipment. Tea towels and paper too close to burners can catch fire. Keep space heaters at least one metre away from bedding, furniture and curtains.
7. **Working Smoke Alarms: It's the Law:** Your room or apartment must have working smoke alarms. Test them monthly and notify the landlord immediately if they're not working. Dead batteries must be replaced right away. Nuisance alarms can be avoided by making sure smoke alarms are not located too close to the kitchen or bathroom. Consider getting a smoke alarm with a hush feature. Smoke alarms should be checked after any extended absence such as Christmas break and reading week. Never tamper with or disable a smoke alarm.
8. **Plan To Escape:** Know two ways out of your room or apartment in case of fire. Identify all exits and make sure you can use them. If you live in a highrise, familiarize yourself with the building's fire safety plan. If you discover fire, call the fire department from a safe location outside.
9. **Be Equipped:** To stay safe, all students should put together a package that includes a smoke alarm and carbon monoxide alarm, a battery powered lantern or flashlight and radio, extra batteries and a CSA or ULC approved power bar.
10. **Learn More:** For more information about fire safety in student accommodations, contact your local fire department or visit:

www.mcscs.jus.gov.on.ca
www.ontario.ca/makeitstop
www.esasafe.com
www.csa.ca



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.)



***** 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**

Dump/Recycling (M and N Road):



'WINTER' Hours in Effect from Sept 15/2015 – May 15/2016

Saturday: 10:00 am - 3:00 pm
Sunday: 2:00 pm - 6:00 pm

Reminder:

Effective January 1, 2016, the Village of Hilton Beach will be requiring the use of clear garbage bags when disposing of waste at the M and N Landfill. Please ensure you make every effort to separate those items that can be recycled and deposit them in the appropriate bins.

The Village of Hilton Beach has also implemented a new tipping fee schedule effective July 1, 2015. Please visit the Township of Hilton's website at: www.hilontownship.ca - Services – Waste Disposal to view the new fees or call the Township Office at 705-246-2472 for details.



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**.

**The FINAL instalment of this year's property tax bill was mailed September 1, 2015 with a due date of September 30, 2015. Residents are reminded they have the option of remitting payments online through the following banking institutions:
ASCU; Bank of Montreal (new); CIBC; Central 1 Credit Union; MCAP; RBC; Scotiabank; TD Canada Trust.**

Please ensure you allow 3 days for processing between your bank and ours.