

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES
Regular Meeting
July 8, 2020
7:00 p.m.

Present: Absent:
Reeve: Rodney Wood
Councillors: Mike Garside
Pat Garside
Dianne Holt
Dave Leask
Road Superintendent: Lyn Garside
Clerk Treasurer: Valerie Obarymskyj

There were no disclosures of pecuniary interest.

Moved by Pat Garside 2020-49
Seconded by Dave Leask
Resolved that we do accept the Agenda as presented. *Carried*

Prior to approval of the Minutes of June 24, 2020, it was noted that in Resolution #2020-40 the Hilton Union Public Library Board Budget had been referenced as the 'Hilton Union Fire Public Library Board Budget' in error.

Moved by Dianne Holt 2020-50
Seconded by Mike Garside
Resolved that we do approve the Minutes of the Special Meeting of June 24, 2020 as amended. *Carried*

Reeve Wood welcomed local resident Barbara Church, present to discuss proposed improvements to Big Point Park. Ms. Church noted that a number of boaters and sea-doo operators are coming right up to the beach area with their watercraft and there should be some visual warning that young swimmers may be in that area. Council noted it may already have some buoy lines in storage from the time the Township offered summer swimming lessons and that would help to designate a safe swimming area. Other items mentioned included repairs to the changeroom; freshening up the washrooms; grass trimming around the structures; parking signage; more picnic tables; a swimming platform for the kids; additional sand and a bench near the water so parents can comfortably watch their children swimming. Ms. Church noted she and other area residents are willing to volunteer their time to make the park more welcoming to visitors. Council confirmed that parks maintenance falls under the umbrella of the Roads Department and given the significant time allotment required to complete substantial road construction projects, devoting more than one day per week to parks maintenance is difficult. In the past, contracting out the work to individuals has resulted in different challenges and employing students often requires supervision which is simply not feasible with the Township's limited staff. It was confirmed the Township does not own Big Point Park but instead was issued a Licence of Occupation from the MNR so consideration must be given to investing significant dollars into infrastructure at the site. Council acknowledged the cyclical nature of water levels affects park usage and for a considerable period the Park saw limited use because water levels were so low. This year the Great Lakes waters are at the highest level since good record keeping began over a century ago. Reeve Wood thanked Ms. Church for her suggestions and willingness to volunteer and confirmed the matter would be discussed later in the meeting when Parks in general were scheduled for discussion.

The Road Super provided an update on roads. Work has been done on Base Line with the tractor and new disc mower and Council agreed the results are excellent. Similar work will continue on other roads when time permits. The gravel has been deposited to the major road construction projects on Milford Haven and Garside Road West but due to a shortage, calcium will not be available until approximately July 17, 2020.

There was a request for posting a 50 km/h speed limit sign on Garside Road West. It was noted such a sign has already been posted about 150 yds into the road off Hwy 548 but many individuals think that speed applies to Milford Haven Road only. The benefit of the sign was questioned but in the interest of safety, it and a 'sharp turn ahead' sign will be ordered and posted at the turn from Garside Road West to Ellwood Boulevard.

Further to an issue that had been discussed at an earlier meeting this year, the Clerk advised the property owner requesting Still Side Road be graded had subsequently confirmed access to his lot from Trainor Side Road was not feasible due to a bog area on the Kaskawan Trail. While the Kaskawan Trail is not maintained by the municipality, the Road Superintendent was asked to take a look and see if the problem could be easily remedied. Still Side Road is not a road that can be adequately reconstructed as only a 33' rough trail was deeded to the Township many years ago. Grading the road in its current state can result in considerable damage to the grader. The Road Super will inspect the Kaskawan problem site and contact the SJI Voyageurs Snowmobile Club to see about the possibility of working together to fix the trail.

Council reviewed a suggestion from Plummer Township that formal reciprocal agreements be entered into among Algoma municipalities to provide alternate evacuation/operation centres in times of emergencies, as well as, the

provision of essential services should the need arise. Council noted such agreements already exist on St. Joseph Island and that should a need arise off the Island there would definitely be a willingness to assist if possible but entering into a formal agreement should not be necessary.

Council reviewed the wage grid in terms of the part-time individual hired to assist the Road Superintendent. The Road Superintendent confirmed having someone with their D License was of tremendous support in terms of assisting with operation of the plow truck and grader.

Moved by Dianne Holt 2020-51
Seconded by Pat Garside

Resolved that we do recommend that Dave Scagel move to Level 5 within the Equipment Operator Wage Grid and that this change be retroactive to January 1, 2020. *Carried*

The following resolution was passed in response to the request for continued contracted plowing of Ellwood Boulevard for the upcoming winter season. Discussion took place on developing a policy to determine the conditions that should apply when a request is made to change road maintenance to year-round on a seasonal road.

Moved by Mike Garside 2020-52
Seconded by Dave Leask

Resolved that we do agree to provide winter plowing services for the 2020-2021 season on a requested or 'as – needed' basis to be determined by the Road Superintendent from the turnaround on Garside Road West to the end of Ellwood Boulevard, with such services to be provided at an hourly rate of \$145. A minimum call out rate of \$145 will apply. Sanding to be charged extra. *Carried*

Discussion took place on the need for a fire ban. The Fire Chief noted he had held off on issuing the ban given earlier weather forecasts for precipitation that had failed to occur. The Chief noted that despite continued weather forecasts for precipitation, in the interest of safety for property owners, a fire ban was now advisable.

The Clerk provided Council with a revised Notice for the proposed Zoning By-Law Amendment to apply to the location, placement and use of shipping containers with the Township. The public meeting had been scheduled for April 2020 but had to be cancelled due to the pandemic restrictions. The postponed meeting will take place on August 5, 2020 and given the continued restrictions to physically-distance, anyone wishing to attend will need to schedule a time allocation with the Clerk.

Moved by Mike Garside 2020-53
Seconded by Dave Leask

Resolved that Council for the Township of Hilton does authorize the transfer from the Parks Reserve Fund of \$5,000 for the 2019 year to offset the cost of the riding lawnmower. *Carried*

Moved by Pat Garside 2020-54
Seconded by Dave Leask

Resolved that we do accept the proposal for insurance from Algoma Insurance for the period March 15, 2020 to March 15, 2021, in the amount of \$24,158.48 including applicable taxes. *Carried*

The Province's declared State of Emergency due to the Covid-19 pandemic resulted in the introduction of legislation permitting municipal council members to participate electronically in an open or closed meeting and still be counted in determining a quorum and be eligible to vote. The Township's Procedural By-law was updated to reflect this new legislation.

Moved by Pat Garside 2020-55
Seconded by Dave Leask

Resolved that we do give first, second and third and final reading and pass By-Law No. 1274-20 being a by-law to amend the Township of Hilton's previous Procedural By-law No. 764-03. *Carried*

The discussion on Parks continued with two letters being received by Richard Laude, a resident who has volunteered miscellaneous maintenance work at Twin Lakes for over two decades. There has been an issue with ATV users not only riding their vehicle within the park but also into the water at the beach to wash off their vehicle. There is a sign posted at the site saying No ATVs permitted. There was a problem with the washroom and the slide and a suggestion that the parking area be surface treated. It was also mentioned that graffiti on the pavilion should be painted over with the hope vandals do not repeat the act. In light of the earlier discussion about necessary improvements to the structures at Big Point Park, Council agreed to increase the municipal tax levy by \$4,000 this year to cover some of the work. The Clerk confirmed while individuals may use the park, the facilities are closed until re-opening requirements subject to Algoma Public Health's Covid-19 guidelines can be satisfied.

The Clerk confirmed that with regard to the application under the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Systems and Plan Enhancements, the annual maintenance fee of \$1,900 is subject to annual increases of 2% to 3% to reflect continued improvements to the

software. The Clerk also advised that the total \$44,900 cost of the project/software needs to be paid up front with the 90% funding received at the completion of the work. The cost will be entirely funded through the Modernization Grant received in 2019 and will have no impact on the municipal levy.

The Clerk provided updated tax rate impact information following the addition of \$4,000 in additional expenses discussed at the June 24, 2020 budget review meeting. The \$4,000 was comprised of new tires for the pickup and the float (totaling \$3,500) as well as an increase (\$500) to the donation to the local Legion branch. Increasing the municipal levy by the additional \$4,000 will result in an average total increase of \$34 on a \$100,000 Seasonal Recreation Dwelling assessment. The new average total increase on a \$100,000 Single Family Home will be \$55 as these dwellings saw a higher assessment fluctuation.

Given the decision at this meeting to increase the municipal levy by an additional \$4,000 for Parks, the Clerk advised tax rates will need to be amended. The final tax rate by-law will be presented at the Aug 5, 2020 meeting.

The Clerk recommended the relief measure of waiving interest and penalties on past due property tax bills be discontinued effective July 1, 2020. The relief had been offered for the 90 day period from April to June. This recommendation was in keeping with most area municipalities.

Moved by Pat Garside 2020-56
Seconded by Mike Garside
Resolved that due to the Covid-19 Pandemic, the Township of Hilton elected to waive penalties and interest on past due property tax bills from April 1 until June 30, 2020;
Now therefore be it resolved that regular penalty and interest charges will resume effective July 1, 2020. *Carried

Council was advised of a vacancy for our area (Echo Bay/Laird/Tarbutt/St. Joseph Island/Johnson) on the Algoma District Services Administration Board. To be nominated, a person must be a member of municipal council and any nominations should be forwarded by July 31, 2020.

Moved by Mike Garside 2020-57
Seconded by Dave Leask
Resolved that we do authorize the payment of Township bills for the month of June 2020 in the amount of \$71,002.62 as per Voucher 06/20. *Carried*


Moved by Dianne Holt 2020-58
Seconded by Mike Garside
Resolved that we do pass By-Law 1275-20 being a by-law to confirm the proceedings of this meeting. *Carried*

Moved by Dave Leask 2020-59
Seconded by Pat Garside
Resolved that we do adjourn at 10:35 p.m., Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, August 5, 2020 for the next regular meeting of Council. *Carried*

Reeve, Rodney Wood Clerk, Valerie Obarymskyj

2020 Budget Adoption

Following a review of the 2020 Draft Budget at the meetings of June 24, 2020 and July 8, 2020, and subsequent revisions from those discussions, Council for the Township of Hilton is planning to adopt both the 2020 Municipal Budget and 2020 Tax Rates at its regularly scheduled meeting on Wednesday, August 5, 2020, beginning at 7:00 p.m. at 2983 Base Line, Hilton Beach. While all Council meetings are open to the public, given the current Covid-19 restrictions regarding physical distancing, residents are asked to contact the Clerk to schedule a specific time if they wish to address Council in person at the meeting. Residents remain welcome to submit any questions or concerns regarding the 2020 budget in writing by mailing to the Township Office (2983 Base Line, Hilton Beach, Ontario P0R 1G0) or dropping a letter in the Office door slot or by emailing: admin@hiltontownship.ca



***** Building Inspection *****

Kevin Morris – Building Inspector - Call 705-842-3372

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**

M and N Landfill/Recycling:



<u>*NEW* SUMMER Hours in Effect as of July 4, 2020 to September 15, 2020</u>	
Wednesday:	12:00 pm – 5:00 pm
Saturday:	10:00 am – 3:00 pm
Sunday:	12:00 pm – 4:00 pm
Holiday Monday:	12:00 pm – 4:00 pm

Road Construction July/August 2020: Milford Haven Road and Garside Road West

We ask for your patience as our Roads Department works on improvements to the above roads. Fresh gravel has now been deposited on these roads with surface treatment not expected until August 2020. During this period we ask that drivers use more caution in the interest of everyone’s safety.

FIRE 9-1-1



(UPDATE: Fire Ban LIFTED July 17, 2020)

The Hilton Union Fire Department has imposed a Fire Ban for the Township of Hilton and the Village of Hilton Beach effective **12:00 Noon on Friday, July 10, 2020.**

This ban prohibits campfires, cooking fires, burning of brush or debris including those using an outdoor fire grate, fireplace or fire pit.

Portable gas or propane cooking appliances or outdoor appliances with a mechanical shutoff are permitted, though they should be closely monitored.

All previously issued Burn Permits are suspended while this fire ban remains in place and no new permits will be issued until the ban is lifted.

Anyone who contravenes the fire ban is liable to a fine and whatever costs are associated with extinguishing the fire.

For the well-being of our Fire Volunteers, and the safety of our communities, we appreciate the co-operation of all residents.

When we determine it is safe to lift the ban, it will be posted on our website (www.hiltontownship.ca) under the ‘Services’ tab – Fire. The fire gauge sign in the Municipal Office front yard will no longer state “LOCAL FIRE BAN – NO FIRES” and the green/orange Fire Ban signs will be removed from the Municipal Office windows.

For more information please contact: Township of Hilton: 705-246-2472 (admin@hiltontownship.ca)

FACE COVERINGS

The Algoma Public Health has advised that it is instructing all businesses and organizations to develop a policy requiring, effective July 17, 2020, all members of the public and employees who enter or remain in an enclosed public space of the business or organization to wear a mask or face covering that covers their mouth, nose and chin without gaping. Some exemptions will apply. The policy will be implemented and enforced in “good faith” to primarily educate people on the benefits of wearing a face mask and promoting their use in enclosed public spaces.