

**MINUTES**

Regular Meeting

March 1, 2023

7:00 p.m.

Present:

Reeve : Rod Wood

Councillors: Janet Gordanier  
Dave Leask

Road Superintendent: Lyn Garside

Clerk Treasurer: Valerie Obarymskyj

Absent: Councillors Mike Garside and Mike Trainor

There were no disclosures of pecuniary interest.

Resolution 2023-22

Moved by Dave Leask

Seconded by Janet Gordanier

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

Prior to approving the Minutes of February 8, 2023, it was noted that Resolution #2023-13 was shown as seconded by Councillor Dave Leask and should have read Councillor Mike Garside.

Resolution 2023-23

Moved by Janet Gordanier

Seconded by Dave Leask

Resolved that we do approve the Minutes of the Regular Meeting of February 8 2023, as amended \* Carried \*

Lyn Garside, Road Superintendent, provided Council with an update on road issues. There is some repair work to be done to the plowtruck that will be performed in-house. The parts have been ordered and are expected to arrive within the next couple days.

The Clerk provided information regarding fence requirements in relation to the Township's Zoning By-law. Fences greater in height than 1.8 metres (6 ft) are considered structures and must satisfy the minimum setback requirements for buildings and structures from property boundaries, roads and shoreline and require a building permit. If the height of a fence does not exceed 1.8 metres (6 ft) it may be built on the owner's property line. The Zoning By-law also prohibits fences, hedges, etc. higher than 1 metre (3.3 ft) from being located within the sight triangle of an intersection. The sight triangle includes the area within 9 metres (30 ft) of an intersection.

Council received information from a Richmond Bay Road resident following up on the topic of required Site Plan Agreements prior to obtaining a building permit on a seasonally maintained (Limited Service Residential – LSR) road. The focus of several Richmond Bay residents' query is the need for the owners having to cover the cost of registration of such a document on title when their deed already stipulates the road is not maintained year-round. The proposed Site Plan Agreements would further specify the lack of year-round maintenance could also negatively impact fire and ambulance emergency responses, as well as, school bus transportation. The recommendation for such a Site Plan Agreement is included in the Island's Official Plan. The issue was addressed by both Council and the Planning Board mid-2022 with the consensus being the requirement for Site Plan Agreements would continue. Council agreed to revisit the issue but given two members of Council were not in attendance, decided to defer the discussion until the regular April 2023 meeting.

Resolution 2023-24

Moved by Janet Gordanier

Seconded by Dave Leask

Resolved that we do defer Council's discussion on the issue of requiring Site Plan Agreements prior to new builds on LSR roads until April 2023 when all members of Council are present. \*Carried\*

A copy of the Notice placed in the Island Clippings for the Interim Control By-law extension regarding Short Term Rentals was provided to Council. This by-law will continue to prohibit the start-up of new Short Term Rental units until February 8, 2024 or earlier if Council adopts a licensing system or zoning regulations.

The Clerk provided Council with documentation provided by a resident stating the rental properties he had operated for the Year 2021 being a period prior to the prohibition on Short Term Rentals with the Interim Control By-law passed February 9, 2022.

Council received comments from a resident suggesting alternative options for owners of large acreage parcels when considering proposed short term rental restrictions. Council noted having multiple short term rental units on one large parcel would constitute a tourist cabin establishment and is currently only permitted within the Major Recreation Zone.

The Clerk provided a summary of the last survey completed of area building permit rates which dated back to 2012. A number of area municipalities confirmed they had not raised their rates in several years but were looking to do so this year. An updated summary will be provided for the April 2023 meeting with different options suggested for Council's consideration.

As a result of last month's approval to adjust the wage grid and council honorariums by the December 2022 CPI, the following by-law was passed.

Resolution 2023-25

Moved by Janet Gordanier

Seconded by Dave Leask

Resolved that we do give first, second and third and final reading and pass By-Law No. 1363-23 being a by-law respecting remuneration and expenses and payment thereof to Members of Council and Municipal Employees of the Corporation of the Township of Hilton. \* Carried \*

Council reviewed the insurance proposal for the period March 2023 to March 2024. This year's premium has increased substantially as the Township no longer qualifies for fleet insurance for its vehicles. While the Township has been looking to purchase a newer roads vehicle to replace the 2010 pickup, current prices and availability have made that difficult. Roads personnel will continue to look for a quality used vehicle prior to next year's insurance renewal.

The Clerk provided Council with information from the Bereavement Authority of Ontario (BAO) pertaining to requirements the municipality must satisfy as a licensed Cemetery Operator. A number of decisions need to be addressed as part of the required by-law that will need BAO approval before coming into effect. Council recommended a separate meeting be held to discuss the issues. A tentative date of March 15, 2023 was scheduled.

Resolution 2023-26

Moved by Dave Leask

Seconded by Janet Gordanier

Resolved that we do accept the quote from Northern Insurance Brokers for the insurance renewal proposal by Marsh Canada in the amount of \$39,694.00 effective March 15, 2023. \* Carried \*

Resolution 2023-27

Moved by Dave Leask

Seconded by Janet Gordanier

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 # 1319-22, Council hereby agrees to accept the attached statement as verification of such remuneration paid. . \* Carried \*

Resolution 2023-28

Moved by Janet Gordanier

Seconded by Dave Leask

Resolved that we do contribute \$500 to help offset the costs associated with the Ernie Eddy Memorial Childrens' Ice Fishing Derby held annually at Twin Lakes in Hilton Township. \* Carried \*

Resolution 2023-29

Moved by Dave Leask

Seconded by Janet Gordanier

Resolved that we do authorize the payment of Township bills for the month of February 2023 in the amount of \$60,668.61 as per Voucher 02-2023: Administration - \$11,118.92; Algoma District Services Admin - \$24,801.67 ; Building – \$1,831.28; Digital Transformation Project - \$; Fire - \$1,004.18; Misc (Employee/ Employer Payroll Deductions/ Benefits) - \$11,469.42; Policing (Jan) - \$; Roads – \$10,443.14. \*Carried\*

Resolution 2023-30

Moved by Janet Gordanier

Seconded by Dave Leask

Resolved that we do pass By-Law No. 1364-23 being a by-law to confirm the proceedings of this meeting.\*Carried

Resolution 2023-31

Moved by Dave Leask

Seconded by Janet Gordanier

Resolved that we do adjourn at 9:22 p.m., Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, April 5, 2023 or at the call of the Reeve. \*Carried\*



**Building Inspection:**

Kevin Morris – Building Inspector

Phone: 1-705-842-3372 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**



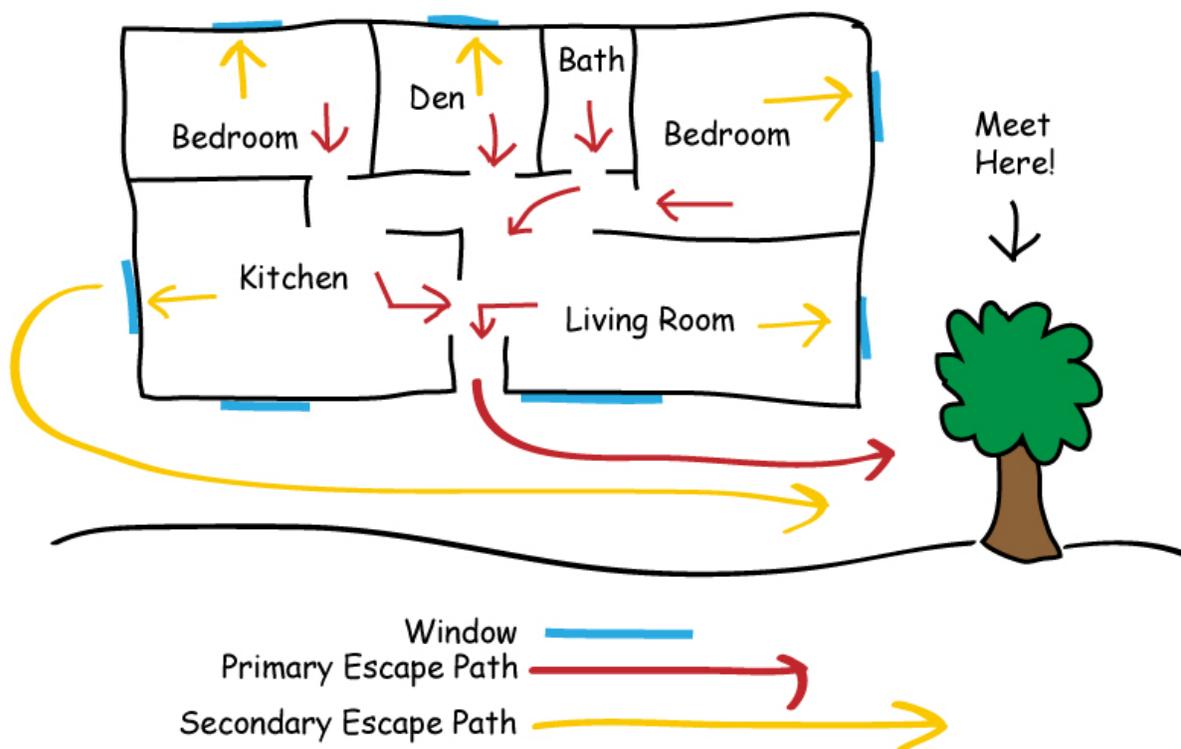
**M and N Landfill/Recycling:**

**Winter Hours in Effect from September 15, 2022 to May 15, 2023.**

Saturday: 10:00 am - 3:00 pm

Sunday: 12:00 pm - 4:00 pm

**FIRE - 9 1 1 for Emergencies**  
**Home Escape Plan**



**When a fire occurs, there is no time to waste. That is why it is so important to sit down with your family today and make a step-by-step plan for escaping from a fire.**

Draw a floor plan of your home, marking two ways out of every room - especially sleeping areas. Discuss the escape routes with every member of your household. Agree on a meeting place outside your home where every member of the household will gather to wait for the fire department. This allows you to count heads and inform the fire department if anyone is trapped inside the burning building. Practice your escape plan at least twice a year. Have a fire drill in your home. Appoint someone to be a monitor and have everyone participate. A fire drill is not a race. Get out quickly, but carefully. Make your exit drill realistic. Pretend that some exits are blocked by fire and practice alternative escape routes. Pretend that the lights are out and that some escape routes are filling with smoke.

[Print out an escape plan template](#)

Above information provided by: <https://www.oafc.on.ca/home-escape-plan>