

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES
Regular Meeting
August 6, 2014
7:00 p.m.

Present:

Reeve:

Councillors: Pat Garside
Dianne Holt
Robert Jerrard
Dave Leask

Road Superintendent: Lyn Garside

Clerk Treasurer: Valerie Obarymskyj

Absent:

Rodney Wood

There were no disclosures of pecuniary interest.

Moved by Dave Leask

2014-95

Seconded by Robert Jerrard

Resolved that due to the absence of Reeve Rod Wood, we do appoint Councillor Pat Garside as Acting Head of Council for the regular meeting of August 6, 2014. * Carried *

Moved by Robert Jerrard

2014-96

Seconded by Dianne Holt

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

Councillor Leask advised he had been asked by a resident what made up the "Miscellaneous" charge of approximately \$6,500 detailed in the vouchers breakdown in the previous month's Minutes. The "Miscellaneous" expense is made up of both employee and employer contributions to Canada Pension Plan, Employment Insurance, Federal and Provincial Income Tax, Group Insurance benefits, OMERS pension plan deductions and benefits. The Clerk explained that because the costs apply to more than one department, in the interest of time, the costs are summarized under the one category. The Clerk asked if Council wanted that practice changed when recording the breakdown of the voucher in future Minutes and was directed to instead detail in brackets following "Miscellaneous" that the charge referred to "Employee/Employer Payroll Deductions and Benefits".

Moved by Robert Jerrard

2014-97

Seconded by Dave Leask

Resolved that we do approve the Minutes of the meeting of July 9, 2014, as presented. * Carried *

Acting Reeve Garside opened the Public Meeting scheduled for 7:00 p.m. and noted that no one was in attendance in either support of, or objection to, Zoning Amendment 2014-02 regarding the reduction of the minimum building setback on 3540 Hamilton Drive. The Clerk advised correspondence had been received from the St. Joseph Island Planning Board recommending the minimum setback requested of 84' be changed to 80' as the measurement should reflect the perpendicular distance from the closest point of the high water mark to the proposed building. Algoma Public Health advised it had no objection provided both lids on the septic tank continued to be accessible for pump out purposes. No objections were received from area residents provided with notice of the amendment. Acting Reeve Garside advised the by-law addressing the amendment would be discussed later in the meeting.

Lyn Garside, Road Superintendent, confirmed surface treatment had been applied to the 20th Side Road and the end of Base Line from S and T to Highway 548. As a result of the dry weather, the areas are very dusty right now but the warm weather should play a positive role in sealing the surface treatment and providing optimum results. The combined effect of the high water table and cold, long winter resulted in several significant cracks along many surface treated roads with Big Point Road being one of the worst affected. It was hoped that the crack along the newly surfaced road would mend itself in the warmer weather but the Road Super confirmed the crack will have to be filled with cold patch. Other road issues included addressing a dip in Canoe Point Road at K Line where a culvert is located. Work has been done at the site on several occasions but the problem continues to reoccur. The Road Super will continue to monitor the problem and complete removal of the recently installed culvert may be necessary. It was noted that a section of the Kaskawan Trail between P Line and M and N continues to be flooded. This area has historically flooded each spring but has always dried out during summer months. Fixing the problem would involve considerable effort and cost and may be another result of the current high water table. Council directed that for the time being, a sign should be posted at P Line and in the Village advising the walking trail is inaccessible in that area.

The Road Super advised the fuel gauge in the plow truck is no long working and when researching prices, confirmed that the \$1,200 cost of a new fuel tank, which also needs replacement, did not include a new fuel gauge.

The Road Super asked that a tender be issued for gravel for the planned reconstruction of Neal Drive in the fall.

Moved by Robert Jerrard 2014-98

Seconded by Dave Leask

Resolved that we do agree to tender for:

1,200 Cubic Yards of 5/8" Crushed Gravel

2,500 Cubic Yards of 2" Crushed Gravel * Carried *

The Clerk confirmed that Reeve Wood had met with the contractor who had submitted a quote for raising the firehall building. This quote was received prior to issuing the tendercall which also included completing additional construction and electrical work. The contractor advised he was only willing to do the work included in his initial quote. No responses had been received to the actual tendercall. Council discussed accepting the quote from the contractor and re-tendering for the remaining work, as well as, the option of volunteers completing the construction and tendering for just the electrical work. Questions were raised about timing and the liability risks of depending on volunteers and the benefit of having all the work performed by one contractor. The following motion was presented and subsequently defeated unanimously by all members.

Moved by Dave Leask 2014-99

Seconded by Dianne Holt

Resolved that we do accept the quotation of "Darwin Rydall Builder" for raising the existing firehall at 2983 Base Line; installation of four rows of eight inch concrete blocks; pouring a four inch concrete slab on top of existing floor at a cost of \$28,758 including all materials, labour and taxes. * **D E F E A T E D** *

The Clerk was asked to advise the Village of Hilton Beach of this Council's decision as the firehall is jointly owned with the Village. The Clerk was also asked to contact the contractor and confirm Hilton Township Council's decision.

Correspondence was received from the Deputy Fire Chief confirming the names of four fire department members that would be pursuing the DZ driver training. The status of their progress in terms of medicals or written tests was not detailed.

Council reviewed Zoning Amendment 2014-02 and based on the comments provided during the Public Meeting recommended approval of the request and agreed with the Planning Board's recommendation that the 84' setback be changed to 80' to ensure the planned addition to the existing deck would be in compliance. The Clerk advised "Notices of Passing" would be circulated to all original parties noting the change and a period of 20 days would be allowed for any objection.

Moved by Robert Jerrard 2014-100

Seconded by Dianne Holt

Resolved that we do give first, second and third and final reading and pass By-Law No. 1108-14 being a by-law to amend Zoning By-law 1025 – 11 by adding a subsection that reduces the minimum building setback from the established high water mark from 30 m (100 ft) to 24 m (80 ft) to allow for an addition to a deck on an existing cottage on Lot 22, Plan H597; 1R 9740 – Part 1; 3540 Hamilton Drive, Township of Hilton. *Carried*

Council reviewed a letter from the Village of Hilton Beach responding to the Township's May 2014 correspondence questioning certain aspects of the Hilton Union Public Library's budget. The library building is owned by the Village and it is only the operating costs that are shared 50/50 with the Township. The Township had questioned the budgeted utility expense of \$6,000 for 2014, considering it to be excessive for such a small building that was only utilized roughly 8 to 12 hours per week. Hilton Township Council requested that in the interest of taxpayers in both communities, the Village consider capital improvements to the building that would hopefully reduce the high energy costs. The Village responded that its building inspector had subsequently assessed the building and several recommendations for improvements were made including new exterior siding on the 1954 addition; replacing the oil furnace with a new high efficiency propane furnace; removing the existing chimney if new furnace installed or repairing chimney if existing furnace remains; adding insulation; repairing the crawl space area; installing new metal roofing. The Village Council noted that completing all the recommendations was not financially feasible and a request was made that the Township of Hilton provide a donation towards the upgrades as such improvements would potentially lower the energy costs. Hilton Township Council did not agree its taxpayers should be asked to fund the cost of such upgrades to what was entirely Village owned infrastructure. Hilton Township Council noted that moving the library services to a unit in the Waterfront Centre could result in lower operating costs for the taxpayers of both communities and eliminate the substantial capital improvement costs recommended for the old library building.

The Clerk advised that in addition to the energy expense issue with the library, ownership of the books had been questioned. The Village Council confirmed that the book collection was jointly owned by the Village and the Township. It was suggested that the agreement addressing the operation of the library be amended this year to clarify this. In response to questions about the audit expense, it was confirmed that it was a separately billed item by the auditing firm but the Clerk questioned the accounting of the item in terms of how the HST was treated. The

Clerk was asked to confirm with the Village if the clawback of HST that is permitted for all municipalities was being included in the ‘actual’ expenses shown in the library budget.

The Clerk advised she had been asked by the Chair of the Matthews Memorial Hospital Association if the Township had decided about making a contribution to the physician recruitment fund this year. Council has allocated an amount in its 2014 budget but would first like to confirm if other communities on St. Joseph Island are also contributing and what amount. When Council addressed the issue with its residents a couple years ago, ratepayers responded that they were willing to contribute our fair share provided other surrounding communities were doing the same. The funds raised through taxation this year will be held in reserve until confirmation regarding area contributions is received.

The clerk confirmed that a representative of the North Channel Nurse Practitioner-Led Clinic will attend the regular October 2014 meeting. Councillors were asked to submit any questions they wanted addressed to the Clerk at the next council meeting who would provide them to the representative prior to her presentation.

Moved by Robert Jerrard 2014-101
Seconded by Dianne Holt
Resolved that we do authorize the payment of Township bills for the month of July 2014 in the amount of \$62,849.17 as per Voucher 07-2014: Administration - \$4,237.76; Algoma Dist Services Administration (July) - \$21,346.17; Algoma Public Health (3rd Qtr): \$1,909.00; Building Inpection- \$1,170.12; Fire - \$388.06; Library (2014 levy) - \$11,596.00; MPAC (3rd Qtr) - \$4,433.20; Miscellaneous (Employee/Employer Payroll Deductions/ Benefits) - \$6,689.07; Parks - \$572.40; Roads - \$9,206.01; WSIB (3rd Qtr) - \$1,301.38. *Carried*

Moved by Dave Leask 2014-102
Seconded by Robert Jerrard
Resolved that we do pass By-Law 1109-14 being a by-law to confirm the proceedings of this meeting. *Carried*

The Clerk advised that in anticipation of a mock emergency management exercise planned for the next meeting of Council, it would be advisable to begin at an earlier time.

Moved by Dianne Holt 2014-103
Seconded by Robert Jerrard
Resolved that we do adjourn at 11:20 p.m., Council to meet again at the Hilton Township Municipal Office at 6:30 p.m. on Wednesday, September 3, 2014 or at the call of the Reeve. *Carried*

Pat Garside, Acting Reeve

Valerie Obarymskyj, Clerk Treasurer



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

Dump/Recycling (M & N Road):

SUMMER Hours in Effect from May 15/14 – September 15/14

Wednesday: 2:00 pm – 7:00 pm
Saturday: 10:00 am - 3:00 pm Sunday: 2:00 pm - 6:00 pm
Holiday Mondays: 2:00 pm – 6:00 pm



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:

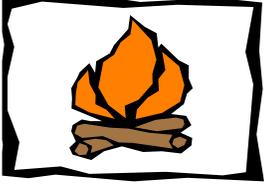
115 Industrial Park in Sault Ste. Marie

(turn off Great Northern Road across from Esquire Honda).

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.

F I R E - 911 for EMERGENCIES

**** New Cell Phone # for Fire Chief: 705-971-2806 ****



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 following is courtesy of the Office of the Fire Marshal:

Safe Student Accommodations 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.ofm.gov.on.ca; www.makeitstop.ca; www.esasafe.com; www.csa.ca

The FINAL instalment of this year's property tax bill will be mailed September 1, 2014 with a due date of September 30, 2014.