

THE CORPORATION OF THE TOWNSHIP OF HILTON

**MINUTES**  
Regular Meeting  
February 4, 2015  
7:00 p.m.

Present:

Absent:

Reeve: Rodney Wood

Councillors: Pat Garside

Dianne Holt

Dave Leask

Robert Jerrard

Road Superintendent: Lyn Garside

Clerk Treasurer: Valerie Obarymskyj

There were no disclosures of pecuniary interest.

Moved by Pat Garside 2015-13

Seconded by Dave Leask

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

Moved by Robert Jerrard 2015-14

Seconded by Dianne Holt

Resolved that we do approve the Minutes of the meeting of January 14, 2015, as presented. \*Carried\*

Moved by Dave Leask 2015-15

Seconded by Robert Jerrard

Resolved that we do approve the Minutes of the Closed Meeting of January 14, 2015, as presented. \*Carried\*

Reeve Wood welcomed Ruthie Stewart, Program Co-ordinator for Seniors and Disabled Services at the Dr. Harold Trefry Memorial Centre, as well as, Seniors Advisory Committee member, Janet Coutu. Council had already received information at the previous meeting detailing the Trefry Centre's anticipated \$20,000 deficit for the fiscal year-end of March 31, 2015. Ruthie explained that the Trefry operations are largely funded by the NE LHIN but due to the increased demand for many of the services provided, the deficit did not come as a surprise. A business case had been submitted to NE LHIN for additional funding and while it was not approved this year, it is hoped funding will be increased next year. Last year the Township of St. Joseph covered the \$5,000 deficit but given the Centre provides services to seniors from all over St. Joseph Island as well as communities along the North Shore, the request to share in this year's deficit has now been directed to all area municipalities. Ruthie noted that the Centre is fortunate to have over 100 volunteers who have offered over 10,000 hours of their time this past year. These volunteers help to ensure the success of such programs as assistance with home maintenance, transportation to and from medical appointments, 'day out' programs which provide respite for caregivers, Meals on Wheels, in-home visiting including both telephone and in person, monthly Diner's Club get-togethers. Many of these services allow seniors to stay in their homes longer instead of being forced to move into a long-term care facility. A survey prepared by the Trefry Centre asking how they can continue to help those individuals in our community who are in need was presented. Copies are available in the Township Office and will be posted on the Township website as well. Reeve Wood thanked Ruthie and Janet for their presentation and agreed the services the Trefry Centre is providing for our seniors are necessary and the efforts of everyone in making them available is appreciated.

Moved by Robert Jerrard 2015-16

Seconded by Pat Garside

Resolved that we do support the funding allocation requested by the Trefry Centre regarding the anticipated 2014/2015 deficit in the amount of \$2,500. \*Carried\*

Lyn Garside, Road Superintendent, provided an update on road issues in the Township. Despite the early onset of snow in November 2014, considerably less fell in January which will help in reducing both fuel and labour costs.

Council reviewed an amended road construction plan for the next three years. While the Asset Management Plan has been used as a guide, certain changes to proposed projects were recommended on the basis of current road conditions and available funds. It was recommended participation in the upcoming amalgamated tender include surface treatment for Neal Drive and sections of Garside Road West and Base Line. The new application of surface treatment on Garside Road West will be from its intersection with Milford Haven Road to the municipal turn-around (distance of 1.0 km). The section of Base Line, approximately 200 m north of Q and R to just past P Line will be resurfaced. It was decided to postpone the use of accumulated Federal Gas Tax funds until next year when both time-consuming and costly work is carried out on Hilton Road. The proposed work to widen and build up Milford Haven Road will also take place and is expected to take up to six weeks. The anticipated costs of all 2015 construction work will total approximately \$150,000 which will be offset with the new OCIF funding in the amount of \$25,000. The remainder will be covered through taxation and possibly a transfer from Road Reserves in order to maintain the annual \$100,000 roads construction objective.

Moved by Dianne Holt 2015-17  
Seconded by Dave Leask  
Resolved that we do tender for the following items through the amalgamated tender:  
2.0 km of Single Surface Treatment (Base Line)  
2.1 km of Double Surface Treatment (Neal Drive = 1.1 km/Garside Road West = 1.0 km) \*Carried\*

Moved by Robert Jerrard 2015-18  
Seconded by Pat Garside  
Resolved that we do tender for the following items through the amalgamated tender:  
Calcium Chloride or Magnesium Chloride – 17 Flake Tonne Equivalent  
6 Grade Blades Heat Treated  
1 High Wear Wing Blade  
10 300mm Plastic Smooth Bore Culverts – 6 metre length  
6 300mm Couplers \*Carried\*

Council reviewed an invoice from Bell charging the Township for damage to a Bell line on a section of Base Line around the M and N that was damaged in October 2014. The Road Superintendent confirmed he had not been working anywhere near the area at that time. The Clerk was directed to contact Bell and confirm we would not be paying the invoice as we were not responsible for the damage.

Council was advised that the Fire Board would be holding a special meeting on February 5, 2015 to address current staffing issues within the Hilton Union Fire Department. At the last fire board meeting, members had been made aware that the Fire Underwriters Survey (FUS) had provided forms for completion that addressed the status of the firehall as well as water supply capabilities. Both Councils had been given information on the role of FUS at a special meeting in February 2014 and were advised then that the last time an area survey had been done was in 1994 and that an updated survey seemed likely. It was the understanding from that meeting that FUS establishes grades for municipalities based on a variety of issues such as age of fire equipment; number of trained firefighters, location of volunteers' work and home in terms of distance from firehall; distance of residences from the firehall and hydrant locations.

Moved by Dave Leask 2015-19  
Seconded by Robert Jerrard  
Resolved that we do approve in principle the St. Joseph Island Planning Board Budget for 2015 in the amount of \$16,720 with the municipal levy for Hilton Township yet to be determined based on weighted assessment.  
\*Carried\*

Council reviewed a resolution from the St. Joseph Island Planning Board requesting support of a resolution that would establish a joint policy that only severance applications designed to create more than ten new lots should be subject to the requirement of cash-in-lieu of parkland. Council also reviewed a report from the Clerk setting out reasons why the minimum ten lot requirement was excessive. It was agreed that individuals wanting to sever their property because of reasons such as abutting lots merging unintentionally should not have to pay any cash-in-lieu fees. After further discussion, the following resolution was passed.

Moved by Dianne Holt 2015-20  
Seconded by Robert Jerrard  
Resolved that we do recommend to the St. Joseph Island Planning Board that further research be undertaken with regard to a joint policy for determining the application of cash-in-lieu of parkland fees. \*Carried\*

The Clerk advised that the summary of building permit fees previously submitted by the Building Inspector had been amended as the result of an omission. The actual permit fees for 2014 were \$2,325 and not the \$2,185 previously reported. Council was also advised that the year-end review identified that three permit fees totaling \$260 had not been received and the Clerk would follow up with those individuals.

Council reviewed the Statistics Canada report stating the Consumer Price Index (CPI) had increased 1.5% from December 2013 to December 2014. In accordance with the Township's remuneration by-law, all wage groups will increase by this amount for the 2015 year.

Moved by Dave Leask 2015-21  
Seconded by Dianne Holt  
Resolved that we do give first, second and third and final reading and pass By-Law No. 1125-15 being a by-law respecting remuneration and expenses for Members of Council and Municipal Employees. \*Carried\*

The Clerk advised she had been contacted by our current website provider and advised the service would no longer be provided after March 1, 2015. Given the services now provided to our municipality by The Managed Municipality include software for taxes and asset management, they had been contacted and asked if they could provide website services in addition. Council reviewed and approved the quote received.

Moved by Dianne Holt 2015-22

Seconded by Dave Leask

Resolved that we do accept the proposal by The Managed Municipality to create a new website for the Township of Hilton and host email services. \*Carried\*

Moved by Robert Jerrard 2015-23

Seconded by Dave Leask

Resolved that we do authorize Valerie Obarymskyj to attend the Grant Writing Workshop to be held in Bruce Mines on Thursday, March 5, 2015. \*Carried\*

Council reviewed items it would like to discuss at upcoming joint meetings with other island councils. In terms of the joint meeting with the Village of Hilton Beach, Council asked that the firehall building renovation and a satellite firehall for the Township be discussed, as well as, other significant cost factors facing the Fire Department this year including the replacement of all bunker gear. The last purchase of bunker gear was done in bulk in 2005 when all fire departments in Ontario received \$50,000 for equipment upgrades and training. Bunker gear has now been given a mandatory ten year shelf-life meaning it must be replaced even if it is in perfect condition. Each complete set of bunker gear could run between \$2,000 and \$3,000 which will add substantially to this year's fire budget. In addition to fire issues, Council would like to discuss potential changes to the landfill that would facilitate better plowing results for all users, as well as, improvements to the recycling bins area. Also discussed will be the joint operation of the library. In terms of the joint meeting of all island councils, the issues of municipal responsibility toward health care on the Island, the impacts of TSSA enforcement and shared fire services should all be discussed. It is anticipated that the Village and Township will schedule their joint meeting sometime in March and the joint island council meeting will likely be held in April.

Councillor Holt offered a report on the recent workshop she had attended on Board Governance. The workshop stressed the importance of board members operating as a team and yet being comfortable enough to disagree and avoid passivity which can often result in poor decisions being made. The matter of respecting the confidentiality of issues, as well as, avoiding the discussion of board matters outside of structured meetings was discussed.

Moved by Pat Garside 2015-24

Seconded by Dave Leask

Resolved that we do enter Closed Meeting at 10:56 p.m. in accordance with the Municipal Act 2001: Section 239 (2) (b) that a meeting may be closed to the public for the purpose of discussing personal matters about an identifiable individual, including municipal or local board employees. \*Carried\*

Moved by Dianne Holt 2015-25

Seconded by Robert Jerrard

Resolved that we do return to Open Meeting at 11:24 p.m. \*Carried\*

Moved by Dave Leask 2015-26

Seconded by Pat Garside

Resolved that we do accept the Clerk's report submitted in Closed Session regarding the status of certain tax registered properties. \*Carried\*

Council reviewed the letter from TSSA (Technical Standards and Safety Authority) sent to St. Joseph Township.

Moved by Dave Leask 2015-27

Seconded by Pat Garside

Resolved that we do support the Central Algoma Rural Health Care Steering Committee serving as the forum for hearing annual submissions from area groups on health care issues. \*Carried\*

Moved by Robert Jerrard 2015-28

Seconded by Dave Leask

Resolved that we do authorize the payment of Township bills for the month of January 2015 in the amount of \$29,674.13 as per Voucher 01-2015: Admin - \$11,147.35; Building - \$299.45; Fire - \$2,429.93; MPAC (1<sup>st</sup> Qtr) - \$4,443.09; Misc(Employee/Employer PayDed/Bnfts) - \$3,459.54; Police-\$2,645.00; Roads- \$5,249.77. \*Carried\*

Moved by Dave Leask 2015-29

Seconded by Dianne Holt

Resolved that we do pass By-Law No 1126-15 being a by-law to confirm the proceedings of this meeting.\*Carried

Moved by Pat Garside 2015-30

Seconded by Dianne Holt

Resolved that we do adjourn at 11:35 p.m Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, March 4, 2015 or at the call of the Reeve. \*Carried\*



**\*\*\* 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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**WINTER Hours in Effect from Sept 15/14 – May 15/15:**  
 Saturday: 10:00 am - 3:00 pm  
 Sunday: 2:00 pm - 6:00 pm

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## F I R E - 911 for Emergencies



TVOKids and the Office of the Fire Marshal and Emergency Management would like all families to test the smoke alarms in their homes. It's easy to do; children are encouraged to get permission first to push the smoke alarm button for 10 seconds. If the alarm doesn't sound, it's time to replace the battery or the smoke alarm.

Beginning on February 23 until March 8, families that test their smoke alarms can visit tvokids.com and enter the number of smoke alarms checked in an interactive counter.

Kids will also be able to print a special "Push the Button" certificate. You can also check out some fun fire safety videos at tvokids.com: Don't Hide, Get Outside; Matches and Lighters; Stop, Drop and Roll

Safety Message provided courtesy of Ontario Ministry of Community Safety and Correctional Services:  
[www.mcscs.jus.gov.on.ca](http://www.mcscs.jus.gov.on.ca) - OFM.

**A reminder that this year's INTERIM instalment of property taxes is due February 28, 2015.** For those residents wishing to pay their taxes electronically, we have agreements with the following banking institutions: ASCU, CIBC, MCAP, Northern Credit Union, Royal Bank, Scotiabank and TD Canada Trust. Your customer identification number will be your "Roll Number" that appears on your tax bill. Please ensure when choosing the "Payee Name" that you select:

**HILTON (TOWNSHIP) - TAXES**  
and not  
**HILTON BEACH (VILLAGE) - TAXES**  
**Thank you!**

**How can we help you, a senior friend or a family member to remain in the home?**  
 Go to: [www.hiltontownship.ca](http://www.hiltontownship.ca) - News - Notices and please complete the Trefry Centre survey. Copies of the survey are also available in the Township Office.



The Ernie Eddy Memorial Children's Ice Fishing Derby will be held on March 7, 2015 at Twin Lakes in Hilton Township. The event is organized by the St. Joseph Island Hunters and Anglers and is free to children up to Grade 8. Due to the generosity of many sponsors children receive prizes and trophies for the largest fish in several categories. There will be free hot chocolate, hot dogs and cookies and all the supplies needed to fish. Everyone is encouraged to bring a travel mug to keep their hot chocolate warm and avoid garbage being left behind on the ice. Anyone who would like to donate cookies for the event is welcome to drop them off at Kent's Corner or contact Judy Ingram, Co-Chair Person of the Fish Derby Committee.