THE CORPORATION OF THE TOWNSHIP OF HILTON

**MINUTES**

Regular Meeting

April 14, 2021

7:00 p.m.

Present:

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.

Resolution 2021-18

Moved by Dianne Holt

Seconded by Mike Garside

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

Resolution 2021-19

Moved by Dave Leask

Seconded by Mike Garside

Resolved that we do approve the Minutes of the Regular Meeting of February 24, 2021 as presented. \*Carried\*

Lyn Garside, Road Superintendent, provided an update on road issues. The easier winter allowed for more time to perform miscellaneous maintenance work on the grader, excavator and tractor in preparation for the summer construction season. The Road Super advised he had investigated the cost of renting versus purchasing a stump grinder. Typically, the excavator would be used to remove stumps but given the volume of dead ash trees removed from Big Point Park, it was thought a stump grinder would do less damage to the parkland. It was recommended that for this limited use, renting the machine would be better. The Road Super confirmed he would be depositing fresh gravel in the parking area at the park and had also confirmed the order for a new sign. The matter of providing a swim raft was discussed by Council. The Clerk advised that plans had changed from last year when it was thought the raft could be built in-house. Accordingly, a quote had been received for the raft, ladder, anchor(s) and delivery and totalled approximately $4,700. Council discussed other issues that a raft would involve including the effect fluctuating water levels would have on movement of the raft and how that could lead to kids getting hurt on the chains when jumping off if the chains weren’t continually being adjusted; the windy conditions at Big Point in comparison to Twin Lakes, which again, could result in injuries for young users; the matter of geese excrement on the raft and for both safety and health aspects, should be cleaned off daily and not having the staff available to do so. The Clerk also confirmed the location of a raft would fall within the area of water included in the MNRF’s Licence of Occupation and permission would first be required from that agency. It was decided to defer proceeding with a raft and the Clerk would discuss with our insurance provider how to limit liability concerns. Council decided for this year to move forward with improvements to the parking lot; remove the 21 dead ash tree stumps; erect the new park sign and place a couple benches near the water so adults could keep an eye on their young swimmers. Upgrading the playground equipment will be investigated by the Clerk given the problem of grant opportunities only applying to land owned by the municipality which is not the case with Big Point Park.

The Road Super advised that given the continued cost increase and questionable availability of wood building materials for the proposed drive shed, he had investigated purchasing a steel storage structure. Multiple quotes had been obtained in the range of $45k to $50k plus taxes and delivery. During these discussions one unit was found that had been pre-ordered, cut and the order subsequently cancelled and was now being offered at a cost roughly $20k lower than the others. Council approved moving forward with the transaction and the unit should be delivered sometime in May. This structure will be used to house the tractor and attachments; cold patch and culvert stockpiles and other equipment that won’t fit in the garage but should be sheltered from the outdoor elements. The structure was initially to include an area for Recreation storage but a separate smaller structure will be erected where the original storage building currently sits.

Resolution 2021-20

Moved by Dave Leask

Seconded by Dianne Holt

Resolved that we do confirm the purchase of a steel building from Future Buildings in the amount of $31,527.00 (including taxes and delivery) and that the Modernization Funding will be used to cover the cost. \*Carried\*

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Council reviewed the annual request from the Sault Ste. Marie Field Naturalists to refrain from roadside clearing of milkweed along Richmond Bay Road. The count of Monarch larvae in this location has been encouraging. The Road Super confirmed he does not clear in this area.

At 7:30 p.m. Reeve Wood opened the Public Meeting under the Planning Act to hear any presentations regarding the zoning amendment to permit the construction of a garage prior to a primary use structure at 2168 Hilton Road. The Clerk advised the owner would like to build the garage this year and the residence next year. The Clerk confirmed there were no individuals or agencies that had raised any objections to the proposed amendment. There had been several questions raised by those individuals that had received notice of the amendment given their residency within 400 feet of the property to be rezoned. All questions focused on what kind of accessory structure was to be built and confirmation it was not of a Commercial use. The Planning Board did not have a meeting in the time allotted under the notification period, however, the Secretary-Treasurer advised he did not think the Board would have any issue with such a rezoning.

Reeve Wood closed the meeting under the Planning Act and returned to Open Meeting under the Municipal Act. The authorizing by-law would be approved later in the meeting.

Lyn Garside, Fire Chief, advised Council that the Fire Safety Grant was announced March 11, 2021 which entitled the Hilton Union Fire Department to apply for $4,600 in funding. The difficulty of training in the Covid-19 environment, in addition to carrying out inspections, had been recognized by the Fire Marshal’s Office. The Chief and Deputy Chief discussed the grant options and completed submission of the grant prior to the March 19, 2021 deadline acknowledging the requirement that Council formally authorize the application at its next meeting.

Resolution 2021-21

Moved by Mike Garside

Seconded by Dave Leask

Resolved that we do authorize the application of the Hilton Union Fire Department for the Fire Safety Grant recognizing the eligibility of $4,600 to be used towards ongoing training needs and technology upgrades with the requirement that a report on use of the funds must be made to the Fire Marshal prior to September 1, 2021. \*Carried\*

Resolution 2021-22

Moved by Pat Garside

Seconded by Dave Leask

Resolved that we do give first, second and third and final reading and pass By-Law 1294-21 being a by-law to amend Zoning By-law 1025-11 by permitting the construction of a garage prior to a primary use structure at 2168 Hilton Road, Part Lot 18, Concession M, RP 1R10394 Part 2, Township of Hilton. \*Carried\*

Council reviewed the response from the owner of Block A, Plan H597 (X Line) regarding Council’s decision to not sell the unopened road allowance at the end of X Line which would have provided a larger area for building a residence and garage. The owner was now asking if selling half of the road allowance would be considered which would still result in more area to allow for the proposed structures. Council confirmed selling half of the road allowance would have the same result of removing the right of future users to use it as an access point to the water and for that reason it would not consider that alternative. In addition, it was confirmed that the existing accessory structures would need to be moved to satisfy proper setbacks; would require a zoning amendment and given the size, also require a building permit.

Council reviewed the invoices from the Village of Hilton Beach for the services it provides in terms of the dump and recycling. Our share of the total dump costs (68%) was $23,692 for 2020. Our share of the recycling (68%) was initially $11,997 but this amount was offset by a credit of $7,473 resulting in a final cost of $4,524. The credit comes from Stewardship Ontario.

Resolution 2021-23

Moved by Dianne Holt

Seconded by Dave Leask

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 1266-20, Council hereby agrees to accept the attached statement as verification of such remuneration paid. \*Carried\*

Notification was received from MPAC that it will once again postpone any reassessment until 2022.

Correspondence was received from the Minister of Infrastructure that given the impact the Covid-19 pandemic has placed on municipal operations, the deadline for the new asset management requirements has been postponed from July 2021 to July 2022.

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The Association of Municipalities Ontario announced there will be a one-time doubling of the Federal Gas Tax fund allocation in 2021. We receive approximately $19,000 annually so this year should receive $38,000. There is a five year time limit on when the funds must be utilized.

The Ministry of Municipal Affairs advised that due to the continued operating impacts of the Covid-19 pandemic on municipalities, our Township will receive $23,218 this year under the Covid-19 Recovery Fund. The funds will be received in two equal installments in May and November 2021. The intent of the funding is to continue to deliver services and proceed with planned capital projects in 2021. Any unused funding should be directed to a reserve fund to support any future Covid-19 costs and pressures. Reporting will be required by the Treasurer for the use of funds in both June 2021 and Spring 2022.

The Minister of Finance provided an update on the Ontario Cannabis Legalization Implementation Fund (OCLIF). The province confirmed that pursuant to the Agreement it made with municipalities that did not opt out of hosting retail stores, our share of 50% of the surplus excise duties over $100 million will be at least $5,000 and paid this year. These funds must be used for the implementation costs of recreational cannabis legislation.

The 2021 budget and levy from Algoma District Services Administration Board was reviewed. Our levy has increased an additional $5,000 over the 2020 levy.

The Clerk confirmed that while the transfer of our banking from the Richards Landing branch of Northern Credit Union will be fairly seamless, there will be additional costs linked to making deposits. The Clerk confirmed that an estimated 80% of our residents now pay their tax bills through online payments. If payments are made by cheque they will have to be physically taken to the Sault Ste Marie NCU branch which only operates Monday to Friday. Alternatively, purchasing a tablet or smart phone and using the ‘Deposit Anywhere” application could alleviate the need for that with Canadian cheques but it will not work with US cheques. The Clerk will encourage all residents to transition to the online payment including US property owners.

The Clerk provided information on the Canada Healthy Communities Initiative which is a grant funding opportunity to help provide safe and vibrant public spaces, improve mobility options or digital solutions. There is a requirement that any improvements be limited to organizations that include municipalities but excludes the Crown. This requirement would exclude any potential improvements to Big Point Park which remains under MNRF ownership.

Resolution 2021-24

Moved by Mike Garside

Seconded by Pat Garside

Resolved that we do acknowledge receipt of correspondence from the North Shore Health Network regarding an allocation request for doctor recruitment;

And subsequent to participating in an area-wide Zoom meeting with NSHN on March 22, 2021, we confirm that we will continue to financially support doctor recruitment and retention by providing funds directly to Matthews Memorial Hospital Association until such time that the NSHN and MMHA resolve the issue of what constitutes fair municipal contributions. \*Carried\*

Resolution 2021-25

Moved by Pat Garside

Seconded by Dave Leask

Resolved that we do authorize the payment of Township bills for the month of February 2021 in the amount of $72,715.86 as per attached Voucher 02/21: Administration - $11,882.39; Algoma District Services Admin - $24,300.33; Algoma Public Health - $11,228.00; Building - $619.38; ; Fire - $350.00; Miscellaneous (Employee/Employer Payroll Deductions/Benefits) - $7,183.85; Police - $7,282.00; Roads – $9,869.91;

And the payment of Township bills for the month of March 2021 in the amount of $159,420.50 as per attached Voucher 03/21: Administration - $15,096.37; Algoma District School Board - $32,659.29; Algoma District Services Admin - $24,300.33; Building - $1,090.50; Dump (2020) - $23,692.57; Fire - $2,710.29; Insurance - $28,044.12; Miscellaneous (Employee/Employer Payroll Deductions/Benefits) - $7,084.29; Recycling (2020) - $4,524.37; Roads – $13,230.37. \*Carried\*

Resolution 2021-26

Moved by Mike Garside

Seconded by Pat Garside

Resolved that we do pass By-Law 1295-21 being a by-law to confirm the proceedings of this meeting. \*Carried\*

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Resolution 2021-27

Moved by Mike Garside

Seconded by Dave Leask

Resolved that we do adjourn at 9:51 p.m. Council to meet again at the Hilton Township Municipal Office for the next regular meeting of Council at the call of the Reeve. \*Carried\*

Reeve, Rodney Wood Clerk Treasurer, Valerie Obarymskyj

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**Building Inspection:**

Kevin Morris – Building Inspector

Phone: 1-800-797-2997 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**

Logo for Recycling


**M and N Landfill/Recycling:**

**WINTER Hours in Effect from September 15, 2020 to May 15, 2021**

Saturday: 10:00 am - 3:00 pm Sunday: 12:00 pm - 4:00 pm

**FIRE - 9 1 1 for Emergencies**

**Emergency Preparedness Week is May 2 – 8, 2021**

**A. Make a Plan. B. Build a Kit. C. Stay Informed.**

1. Your **Emergency Plan** should address these options:
2. **Family Communications** – how will you get in touch with each other? Will you text or call

family members? Make sure you identify one or two out-of-town contacts which will not likely be affected by the same emergency;

1. **Evacuation Plan** – in case you need to leave your home, select two safe locations you could go to

– one nearby and one farther away in case the emergency affects a large area;

**3. Evacuation Route** – review safe exits from home;

**4. Emergency Numbers** – keep a listing of emergency numbers handy and teach children when and

how to dial 911 and other key numbers;

**5. Utility Shut**-**off Procedure** – know how to turn off main utilities: water, electricity, gas

**6. Important Documents** – make copies (insurance, passport,wills) and keep in a safe place

1. **Build a Kit** that includes everything you and your family would need to be safe and take care of yourselves for at least three days following an emergency:

**1. Essentials** – food; bottled water; medications; flashlight; radio; batteries; first-aid kit; candles and

matches; hand sanitizer; important papers; extra car keys and cash; whistle; zip-lock bag to keep

things dry

**2. Special Considerations** – items for babies and small children – diapers, formula, bottles, baby

food, comfort items

**3. Extra Supplies** – clothes, shoes, sleeping bags or blankets, personal items (soap, toothpaste, other

toiletries), playing cards or travel games for children

1. **Other Tips** – pack the contents of your kit in an easy-to-carry bag or a case on wheels; your water

supply is meant to cover what you would drink as well as what you might need for food preparation, hygiene and dishwashing; refresh your kit twice a year

1. **Stay Informed – Alert Ready** in Ontariois part of a national service designed to deliver critical and potentially life-saving emergency alert messages to cell phones and wireless devices that are compatible with Wireless Public Alerting (WPA). Check your phone’s compatibility at: [www.alertready.ca/wireless/#carriers](http://www.alertready.ca/wireless/#carriers)