THE CORPORATION OF THE TOWNSHIP OF HILTON

**MINUTES**

Regular Meeting

May 26, 2021

7:00 p.m.

Present:

Acting Reeve: Pat Garside

Councillors: Mike Garside; Dianne Holt; Dave Leask

Road Superintendent: Lyn Garside

Clerk Treasurer: Valerie Obarymskyj

Absent:

Reeve: Rodney Wood

There were no disclosures of pecuniary interest.

Resolution 2021-28

Moved by Mike Garside

Seconded by Dianne Holt

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 May 26, 2021. \* Carried \*

Resolution 2021-29

Moved by Dave Leask

Seconded by Mike Garside

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

Resolution 2021-30

Moved by Dave Leask

Seconded by Dianne Holt

Resolved that we do approve the Minutes of the Regular Meeting of April 14, 2021 as presented. \*Carried\*

Lyn Garside, Road Superintendent, provided an update on road issues. Work is being carried out on Ellwood Boulevard in preparation for it being surface treated this summer. The turnaround has been widened at the end and gravel is anticipated within the next couple of weeks. The steel building should be delivered soon. The concrete pad for the structure will be poured following the road construction. A resident has requested calcium be applied to Richmond Bay Road given increased traffic. Now that we have surface treated Milford Haven Road and the remainder of Garside Road West there should be enough calcium in the one truckload for Richmond Bay.

The Road Super noted a couple instances where residents have relocated a number of large stones to the front of their properties. There is a misunderstanding of how far the road allowance extends and given the efforts of the municipality to brush the roadsides, these stones need to be removed. The Clerk was asked to contact the property owners where this has occurred and explain the situation.

The Road Super noted damage to the surface treatment on Base Line had resulted from the manner in which an equipment operator turned his machinery into an entrance. Council agreed the cost of repairs to the torn up pavement should be covered by the operator and the Road Superintendent will follow up.

Resolution 2021-31

Moved by Mike Garside

Seconded by Dave Leask

Resolved that we do accept our share of the amalgamated tender calls as follows (taxes excluded):

* Calcium – Pollard Company - $8,882.50
* Surface Treatment – Ellwood Robinson – Double 11,725 metres - $66,832.00. \*Carried\*

The Road Super confirmed new signs have been delivered for the parks and boat launch. Algoma Tree Services has been contracted to grind the stumps from the dead ash trees at Big Point Park and the work is expected to be done this week. A detailed report from the Township’s insurance company had been provided regarding Council’s previous consideration to place a swim raft at Big Point Park. Swim rafts fall under similar high-risk recreation equipment such as trampolines and are known for their safety concerns, misuse and documented cases of associated injuries. The insurer noted an even greater duty on the part of the Municipality to ensure the safety of children who will use the park and its activities. Council reviewed the requirements and the risk liability and decided it would not proceed with a swim raft.

Lyn Garside, Fire Chief, advised the fire department had responded to a small roadside brush fire on Old Moffat Bay Road. A number of the area residents had already managed to put out most of the fire prior to the fire trucks arriving at the scene. It was noted, however, that a significant amount of brush had been deposited on the vacant lot across the road from the shorelots. The Clerk was asked to send a letter to all residents along Old Moffat Bay Road advising any brush cleared from their properties should be transported

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to the dump if they did not wish to burn it and not deposited on either the municipal road allowance or private vacant property where it becomes a combustible hazard.

Council received a request from the owners of 2910 Canoe Point Road asking permission to create a single person walking path along the unopened road allowance from Soo Mill Road to the water. This unopened road allowance is currently used by the local snowmobile club as part of its trail system. This section of K Line from Canoe Point Road to the water is jointly owned by the Township of Hilton and the Township of St. Joseph. Council noted it has no objection to the long grasses being cut back to a maximum one metre wide width on our side of the road allowance. Council confirmed that no gravel is to be deposited on the walking path and there are to be no structures of any kind built on or across the walking path.

The Clerk provided information to Council on Garden Suites which are permitted within the Township’s Zoning By-law. Such units must be built to be portable and may be used for year-round accommodation up to a maximum of twenty years at which time they must then be removed from the property. The water supply and septic disposal system must be provided by that which is in place for the main dwelling unit on the lot.

Resolution 2021-32

Moved by Mike Garside

Seconded by Dave Leask

Resolved that in response to the request from the owner of Block A, Plan H597, Council does authorize the requested extension to October 2022 to remove or accessory structures currently situated within the municipal road allowance. \*Carried\*

The Clerk advised that a response had yet to be received from the Federal Government regarding the need for Aboriginal Consultation on the W Line property grant application. The Clerk had reached out to the Government confirming that all of St. Joseph Island, including water and land, had been deeded to the Crown more than 50 years prior to the Robinson-Huron Treaty. No work will begin on the W Line property improvements until the consultation issue is resolved.

Council reviewed the minor changes made to a couple of the Township’s Accessibility Policies as the result of the Accessibility Audit Review from November 2020. Additional policies will be reviewed and updated prior to the next meeting of Council.

Resolution 2021-33

Moved by Dave Leask

Seconded by Dianne Holt

Resolved that in response to the results of the recent Accessibility Audit, we do approve the amended Accessible Customer Service Policy and Accessible Employment Policy, as presented, and that these policies along with additional Accessibility Policies will be adopted formally by by-law at the next meeting of Council. \*Carried\*

Resolution 2021-34

Moved by Dave Leask

Seconded by Mike Garside

Resolved that whereas municipalities have been mandated to develop and adopt a Community Safety and Well-Being Plan under Bill 175 – the Safer Ontario Act and the new legislative requirements under the Policie Services Act, 1990;

Now, therefore, Council for the Township of Hilton;

1. Declares this plan as one of its highest priorities;
2. Directs staff with the responsibility to oversee the process to develop the Plan and then return it to Council for adoption;
3. Authorizes the use of the municipal website and/or mail-outs to conduct surveys and provide information to residents to gather data and identify risk factors in the municipality; and
4. Approves working with neighbouring municipalities to form a joint CSWB Plan known as the Central Algoma Community Safety and Well-Being Plan (CACSWB). \*Carried\*

Resolution 2021-35

Moved by Mike Garside

Seconded by Dave Leask

Resolved that we do contribute $3,000 to the Trefry Centre to help offset the cost of services provided for the 2021 year with $1,000 of this total being funded by the Covid-19 funding received from the Province so that it may be used to address the additional demand for Meals on Wheels as one of the impacts of the pandemic. \*Carried\*

Council directed the Clerk to ask the Museum Board if any actual figures for the year 2020 were available prior to funding operations for the 2021 year.

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The Clerk was asked to contact the Matthews Memorial Hospital Board and inquire as to whether any financial statements were available for the previous year prior to determining a contribution for 2021.

Council reviewed the survey of contributions from area municipalities to the graduates of CASS, both elementary and senior levels, and agreed to increase its donation this year.

Resolution 2021-36

Moved by Dianne Holt

Seconded by Mike Garside

Resolved that we do support the Central Algoma Secondary School with donations of $100 and $200 to be awarded respectively to a deserving Grade 8 and Grade 12 Graduate. \*Carried\*

Resolution 2021-37

Moved by Dave Leask

Seconded by Mike Garside

Resolved that we do approve the St. Joseph Island Planning Board Budget for 2021 in the amount of $36,250 with Hilton Township’s share being $2,921.50. (21.17%) \*Carried\*

The Clerk advised reporting requirements have been received from the Ministry of Municipal Affairs regarding the Covid-19 funding received under the 2020 Safe Restrat Agreement and 2021 Covid-19 Municipal Operating Funding. The deadline for reporting is June 30, 2021.

Resolution 2021-38

Moved by Dave Leask

Seconded by Mike Garside

Resolved that with regard to the request for submissions for the composition of OPP Detachment Boards under the Community Safety and Policing Act (2019), Council for the Township of Hilton does support the three-board composition for the 17 municipalities making up the East Algoma OPP Detahcment Catchment Area with Hilton Township being part of East Algoma Board West including the municipalities of Tarbutt to Huron Shores. \*Carried\*

Resolution 2021-39

Moved by Dianne Holt

Seconded by Dave Leask

Resolved that we do authorize the payment of Township bills for the month of April 2021 in the amount of $71,942.69 as per attached Voucher 04/21: Administration - $10,792.07; Algoma District Services Admin - $25,979.37; Building - $707.43; Fire - $612.92; Library (2021 Advance) : $10,000; MPAC: $4,515.79; Miscellaneous (Employee/Employer Payroll Deductions/ Benefits) - $4,751.69; Police - $6,977.39; Roads – $5,474.00; Workers’ Compensation (Qtrly) - $2,132.03. \*Carried\*

Resolution 2021-40

Moved by Dianne Holt

Seconded by Mike Garside

Resolved that we do pass By-Law 1296-21 being a by-law to confirm the proceedings of this meeting. \*Carried\*

Resolution 2021-41

Moved by Mike Garside

Seconded by Dave Leask

Resolved that we do adjourn at 10:20 p.m. Council to meet again at the Hilton Township Municipal Office at 7:00 pm on Wednesday, June 16, 2021 for the next regular meeting of Council at the call of the Reeve. \*Carried\*

Acting Reeve, Pat Garside 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**

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Logo for Recycling


**M and N Landfill/Recycling:**

**SUMMER Hours in Effect from May 15, 2021 to September 15, 2021**

Wednesday: 12:00 pm – 5:00 pm Holiday Mondays: 12:00 pm – 4:00 pm

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

**FIRE - 9 1 1 for Emergencies**

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Open Air Burning Permits are available by calling the Township Office (705-246-2472) or by emailing:[**admin@hiltontownship.ca**](mailto:admin@hiltontownship.ca)There is no charge for these permits.

If the dry weather continues there is the possibility of a fire ban being put in place. If such a ban is implemented there will be green and orange posters placed in the Township Office windows; the outdoor fire gauge sign at the Municipal Office will have the banner “Fire Ban In Effect”; there will be a Notice on our website: [www.hiltontownship.ca](http://www.hiltontownship.ca) under the Services – Fire tab; there will be a Notice sent to SooToday.

If you are unsure, please just call the Municipal Office at 705-246-2472 and we can confirm the situation for you.

**Community Safety and Well-Being Plan – Survey**

As noted in the Minutes, the Township of Hilton has partnered with a group of area municipalities in the development of the provincially mandated Community Safety and Well-Being Plan. A paper survey has recently been distributed to local residents with a request to complete it as soon as possible as the final CSWB Plan has a due date of July 1, 2021.

We are also providing a link: [www.surveymonkey.com/r/QBS7MVM](http://www.surveymonkey.com/r/QBS7MVM) if you prefer to complete this short survey online. We ask that you only complete the paper or online option and not both.

The survey is voluntary and is intended to help us understand the current state of well-being and feelings of safety within our community and allow us to focus on the areas that could improve the quality of life for everyone.

Please be assured all responses will be kept confidential and only the overall results, without individual identifying information will be shared.

**Budget (Draft) Meeting**

Council will meet at 7:00 pm on Wednesday, June 16, 2021 at the Hilton Township Municipal Office to review a draft budget for the Year 2021. The final budget and associated tax rates will be adopted at a meeting to be held in July 2021.

In consideration of current Covid-19 gathering size restrictions, we ask that anyone wishing to attend this meeting contact the Clerk (705-246-2472 or email: [admin@hiltontownship.ca](mailto:admin@hiltontownship.ca)) to schedule a time allocation.