

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES
Regular Meeting
December 1, 2021
7:00 p.m.

Present: Absent:
Reeve: Dave Leask (Acting) Rodney Wood
Councillors: Mike Garside Pat Garside
Dianne Holt
Road Superintendent: Lyn Garside
Clerk Treasurer: Valerie Obarymskyj

There were no disclosures of pecuniary interest.

Moved by Mike Garside 2021-90
Seconded by Dianne Holt
Resolved that due to the absence of Reeve Rod Wood, we do appoint Councillor Dave Leask as Acting Head of Council for the regular meeting of December 1, 2021. * Carried *

Moved by Mike Garside 2021-91
Seconded by Dianne Holt
Resolved that we do accept the Agenda as presented. * Carried *

Moved by Dianne Holt 2021-92
Seconded by Mike Garside
Resolved that we do approve the Minutes of the Regular Meeting of November 3, 2021 and the Special Meeting of November 18, 2021, as presented. * Carried *

The Road Superintendent provided an update on road issues in the Township. The new tires on the plowtruck are performing considerably better than the ones that came with the new truck. The cost of sand has increased again this year. The Sand Agreement with Ferrovia Services confirms the price will be \$30.19 per tonne increasing to \$35.87 after 850 tonnes. When not addressing road issues, work continues on the storage building interior.

The Clerk advised a complaint had been received about the state the Kaskawan Trail had been left in following a recent logging operation. The property owner advised the section of his property abutting the Kaskawan was now between one and two feet underwater as a result of damage to the road from the logging equipment. In addition, a section of the P Line had also been left in worse shape than prior to the logging. The Clerk was directed to send a letter to the owner of the land that had been logged, as well as the logging contractor, and ask that the damages be corrected prior to Spring 2022.

Council reviewed the recent Fall Economic Statement with particular attention to a significant increase to the Ontario Community Infrastructure Fund (OCIF) beginning in 2022. Currently our municipality receives base funding of \$50,000 annually to assist with core infrastructure improvements. The newly designed OCIF is expected to double the base funding to \$100,000 for the next five years. The Ministry of Infrastructure will be establishing performance indicators to measure improvements from the additional funding.

At 7:30 p.m. Acting Reeve Leask announced the Public Meeting under the Planning Act to be open. This meeting had been scheduled to address any objections or concerns regarding a zoning amendment to change the zoning of waterfront lots on Ellwood Boulevard from Limited Service Residential to Shoreline Residential. The Clerk advised no objections had been received from any of the parties notified of the proposed amendment. At 7:45 p.m. Acting Reeve Leask noted we would return to Open Meeting under the Municipal Act and continue with the Agenda and the authorizing by-law would be passed later in the meeting.

Council reviewed the newly announced NORDS (Northern Ontario Resource Development Support) funding provided by the Ministry of Northern Development, Mines, Natural Resources and Forestry. The funding will be offered to 144 municipalities in Northern Ontario and is designed to offset some of the impacts that resource development can have on local municipal infrastructure. The allocation is based on community size and the Township of Hilton is eligible to receive \$63,596 annually for the next five years. A Project Information Form (PIF) must be submitted annually that aligns potential projects with the program objectives. The PIF will not be available until December 7, 2021 and it was recommended the form be submitted prior to January 8, 2022. The Road Superintendent advised that given the volume of both gravel and logging trucks that use Base Line, and the constant upgrades required, this funding will help to mitigate those costs for our residents.

Moved by Dianne Holt 2021-93
Seconded by Mike Garside
Resolved that we do agree to plow the end of the Q and R Road for the 2021/2022 winter season to allow for the safe parking of vehicles off of Base Line. * Carried *

Council reviewed a request from the Lions' Club with regard to plowing the back parking lot of the Village Community Hall for the Club's monthly pancake breakfasts. Council determined that for a variety of reasons the Township would not be able to accommodate the request. It was noted a large plow truck was not the ideal equipment for such work and a pickup truck with a plow would be better suited. The need for sand and its associated cost was discussed along with the potential liability for the Township regarding any slips and falls. In addition, the Township could not commit to such work for time-specific occasions given our priority would need to be on our road network should a heavy snowfall occur.

The Road Superintendent confirmed that provided weather conditions don't require significant plowing responses before the end of the year, any unused vacation and overtime should be able to be taken.

Council reviewed the HIRA (Hazard Identification and Risk Assessment) for the Township and confirmed no changes should be made. The Clerk had followed up with one member of Council who had been unable to attend the Emergency Training Exercise offered by Zoom and with a review of the training exercise and discussions that followed, was able to confirm that member's training having also been satisfied.

Council drew the names of the winners of the "Create an Action Plan" contest included in last month's Council Minutes. A 72 Hour Emergency Preparedness Kit was won by Judith and Dan See and a set of walkie-talkies and a book titled "Practical Survival Guide for Kids" was won by Charlie See.

Moved by Mike Garside

2021-94

Seconded by Dianne Holt

Resolved that we give first, second and third and final reading and pass By-Law No. 1309-21 being a by-law to rezone the lots included in Registered Plan H-562 and Registered Plan 1M-476, Ellwood Boulevard, Township of Hilton, from Limited Service Residential (LSR) to Shoreline Residential (SR). * Carried *

The Clerk advised the City of Sault Ste. Marie will be holding two virtual Open Houses to address regulations it is proposing for Short Term Rental accommodations. The Clerk and some members of Council plan to register for one of the evening meetings.

The Clerk advised Council of a discussion with Inspector Tyler Sturgeon, Detachment Commander, East Algoma OPP regarding the possibility of entering into a contract to enable the OPP to provide by-law enforcement in our municipality. There is zero cost difference between what we pay now and would pay under a Police Service Contract, however there would be an additional expense of maintaining our own required Police Service Board. Given the current transition to Regional Detachment Boards and dissolving Police Service Boards, it is unlikely the Ministry of Solicitor General would entertain a new contract. It was further explained that even with a contract, the OPP do not enforce zoning or animal control by-laws as they fall under Municipal responsibility and not Provincial. The best solution for enforcement is to have our own certified Provincial Offences Officer.

Moved by Dianne Holt

2021-95

Seconded by Mike Garside

Resolved that we give first, second and third and final reading and pass By-Law No. 1310-21 being a by-law to authorize the Clerk to execute the Agreement with PSD Citywide Inc. to develop an updated Asset Management Plan compliant with Ontario Regulation 588/17 and the implementation of Citywide Software. * Carried *

The Clerk reviewed Accessibility Training for Council and Staff and the option to complete required training using the online platform that AODA (Accessibility for Ontarians with Disability Act) provides. The training session covers the five Standards: Information and Communications; Employment; Transportation; Design of Public Spaces; Customer Service. The Clerk and several members of Council have already completed the training with plans for remaining staff/council to do so in the coming weeks.

Council reviewed the Clerk's report regarding Administration's unused vacation and outstanding overtime. Once again this year, Covid-19 has impacted productivity levels due to the reduced opportunity to safely accommodate multiple staff within the workplace. In an effort to adequately serve the public despite the closure of the office, the Clerk has maintained a five-day per week availability for the public as opposed to the previous availability of Monday/Wednesday/Friday only. Beyond the impacts of Covid-19, there has been increased opportunities for grants which result in increased administration time for applications, implementation and reporting requirements.

Moved by Mike Garside

2021-96

Seconded by Dianne Holt

Resolved that we do authorize the following transfers for any surplus/deficit for the year 2021:

- For the Hilton Union Fire Department to the Fire Department Working Capital Reserve (a/c 315210)
- For the Roads Department to the Roads Working Capital Reserve (a/c 315215)
- For the General Reserve to the General Working Capital Reserve (a/c 315010) * Carried *

Moved by Dianne Holt 2021-97

Seconded by Mike Garside

Resolved that we do authorize the following transfers:

- \$10,000 to the Fire Equipment Reserve Fund (a/c 335210)
- \$ 5,000 to the Municipal Building Reserve Fund (a/c 335205)
- \$40,000 to the Roads Equipment Reserve Fund (a/c 335215) * Carried *

Moved by Mike Garside 2021-98

Seconded by Dianne Holt

Resolved that we do authorize the following transfers:

- \$ 1,000 to the Cenotaph Reserve (a/c 315217)
- \$ 1,000 to the Physician Recruitment Reserve (a/c 315207)
- \$20,000 to the Succession Plan Reserve (a/c 315206) * Carried *

The Clerk provided a copy of a Tax Sale notice for a vacant property on P Line. The Township’s lawyer has completed the required stages of the tax sale process over the past year. As noted in the advertised Notice, a tender opening will occur after 3:00 pm on January 6, 2022 with the successful bidder subsequently notified by mail. There will be a 14 day allotment for payment of the remainder of the bid.

The Clerk advised the Trustees of the Grace United Church Cemetery had met with our lawyer to sign the ownership transfer of the cemetery to the Township. Upon advice of the lawyer, the Township will perform a full title search of the land and take out Title Insurance for added protection with regard to survey-related issues.

Moved by Mike Garside 2021-99

Seconded by Dianne Holt

Resolved that we do authorize the payment of Township bills for the month of November 2021 in the amount of \$67,898.61 as per Voucher 11-2021: Administration - \$8,590.41; Algoma District Services Admin - \$24,720.08; Asset Management Plan Implementation - \$13,070.34; Building – \$988.69; Fire - \$383.73; Misc (Employee/ Employer Payroll Deductions/ Benefits) - \$7,517.89; Recreation - \$579.13; Roads – \$12,048.34. *Carried*

Moved by Mike Garside 2021-100

Seconded by Dianne Holt

Resolved that we do pass By-Law No. 1311-21 being a by-law to confirm the proceedings of this meeting.*Carried

Moved by Dianne Holt 2021-101

Seconded by Mike Garside

Resolved that we do adjourn at 9:00 p.m., Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, January 12, 2022 or at the call of the Reeve. *Carried*

Acting Reeve, Dave Leask

Valerie Obarymskyj, Clerk Treasurer



M and N Landfill/Recycling

WINTER Hours in Effect Sept 15/21 – May 15/22:

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

The Landfill will be closed Sat Dec 25th and Sat Jan 1st.



If you are interested in representing the Township of Hilton as a board member for the Hilton Union Public Library, please send us an email (admin@hiltontownship.ca) or drop off a note letting us know. Council will be appointing a new Board Member at the January 2022 council meeting. The HUPL Board meets approximately 10 times per year. Thank you!



Looking for that special gift for family and friends? What better way to show you care than to give a fire extinguisher. A multi-purpose dry chemical type is a wise choice.

Make sure the fire extinguisher is kept in an accessible place and the owner knows how to use it properly. Every home, boat, camper and trailer should have a fire extinguisher.

Available for purchase at the Township Office for \$20 to residents only.



Congratulations to the "See Family" as winners of the Township of Hilton's draw for a 72 Hour Deluxe Emergency Preparedness Kit.

Judith and Dan See completed an Action Plan for their family.

Charlie See, age 10, completed the Kids' Contest by telling us how he would keep his pet safe in an emergency. Charlie won a set of walkie-talkies and a Practical Survival Guide for Kids book.

Thank you for participating in our Emergency Preparedness Contest!

Keep Safe During the 2021 Holiday Season and Beyond



From the Council and Staff of Hilton Township

For some, this past year has been frustrating and inconvenient. For others, it has been heart-breaking. More than ever, we wish for the good health and well-being of all our residents, friends and families.

We thank everyone for their patience in respecting the restrictions COVID-19 has placed on all of us. Due to the status of area Covid-19 case counts, the Municipal Office will continue to remain Closed but Staff will be readily available by phone/email or a knock on the door if one-on-one service is required.

Once again, we thank you for your understanding and encourage anyone who has any questions regarding municipal operations to reach out to Staff or Council for the answers you need.

Please continue to remain Safe through the holiday season and we wish you Peace, Health and Happiness for 2022.



Although the Hilton Township Municipal Office remains closed to the public as part of our COVID-19 pandemic response, the Office will not be staffed at all from Wednesday, December 22, 2021 to Tuesday, January 4, 2022, inclusive.