

THE CORPORATION OF THE TOWNSHIP OF HILTON

A G E N D A

Regular Meeting of Council

June 5, 2024 – 7:00 pm

Council Chamber - Hilton Township Municipal Building

1. Call to Order.
2. Declarations of Pecuniary Interest
3. Motion to Accept Agenda as presented
4. Approval of Minutes:
 - a) Regular Meeting of May 8, 2024
5. Delegations:
 - a) Rob Dumanski: Questions regarding Short Term Rentals
 - b) Barb Church: Comments regarding parks and streaming meetings
6. Roads:
 - a) No update
7. Fire/Emergency Management:
 - a) Approved Minutes of Fire Board Meeting of April 15, 2024
 - b) 2025 Municipal Policing Billing Statement Property Count
 - c) Calls for Services Billing Summary Report-April, 2024
 - d) Clerk Report – CEMC meeting request
 - e) Letter from Solicitor General regarding the new OPP detachment board
8. Building/By-Law Enforcement
 - a) Tulloch Invoices costs vs fees to date 2024
 - b) Draft-Updated Fees and Charges By-Law
9. Planning:
 - a) Letter from SJI Planning Board Re APH Fees for Review of Land Use Applications
 - b) Notice of Application for Consent
 - c) Clerk Report – STR Fines/Licensing discussion
10. Administration:
 - a) Clerk Report – Update Regarding Live Streaming of Council Meetings – deferred from May 8 meeting
 - b) Draft - Delegation Request Form
 - c) Move to Closed Meeting

Council will enter into closed session in accordance with the provisions of the Municipal Act, Section 239(2) (d) labour relations or employee negotiations
11. Cemetery Board Meeting
 - a) Clerk Report-Update regarding recent cemetery events
 - b) Draft -Cemetery Rules Signage
 - c) Draft-Updates to Cemetery By-Law
12. Correspondence:
 - a) Trefry Memorial Centre-Funding Request – deferred from May 8 meeting
 - b) Hilton Township & Hilton Beach Family Yard Sale
 - c) Algoma District Services Administration Board – Minutes of March 28 meeting
 - d) St. Joseph Island Museum Board – Minutes of March 25 and April 29 meetings
 - e) Hilton Union Public Library Treasurer's Report
 - f) NSHN Press Release – Expanding Geriatric Outpatient Services
 - g) Maamwesying Ontario Health Team & St. Joseph General Hospital Collaboration Agreement
 - h) Letter from Lions Club
 - i) Letter of Concern regarding Home Care – deferred from April 10 meeting
 - j) Kensington Conservancy Corporate Sponsorship Request
13. Expenditures for April
14. Confirmatory By-law
15. Adjourn

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES
Regular Meeting
May 8, 2024
7:00 p.m.

Present:
Acting Reeve: Mike Garside
Councillors: Dave Leask
Janet Gordanier
Mike Trainor via telephone until 9:10 pm

Acting Clerk Treasurer: Sara Dinsdale
Road Superintendent: Lyndon Garside

Absent: Rod Wood

The meeting was called to order at 7:00 pm.

Janet Gordanier declared pecuniary interest in regards to item No. 13 a)

Resolution 2024 - 108
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the agenda for May 8, 2024 as amended. *CARRIED*

Resolution 2024 - 109
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the regular Council meeting of April 10, 2024. *CARRIED*

Resolution 2024-110
Moved: Dave Leask
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the closed Council meeting of April 10, 2024. *CARRIED*

Road Superintendent, Lyndon Garside gave an update stating that Trainors Side Rd will be ready for the first layer of gravel by June 15, during the time that the Contractor's are scheduled to start their season. An advertisement will be sent to post in the Island Clippings for a tender call of 640 cubic yards of gravel. It was explained that the NORDS grant will cover the majority of this project's fees, however the remaining balance will come from this year's taxation.

It was decided to not go into a closed meeting. Lyndon explained that his original intention was to retire in August of 2024; however, he suggested that his retirement date be pushed until December 31, 2024. Lyndon explained that he still had some unfinished roads business he wanted to attend to and he wants to assist in the summer, fall, and winter training of a new Road Superintendent. Council thanked Lyndon for his ongoing dedication to our township.

Resolution 2024 - 111
Moved: Dave Leask
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept our share of the amalgamated tender calls as follows (taxes excluded)
Surface Treatment: 33, 480m2 @ \$123,039.00 – Beamish Construction Inc.
Calcium Chloride: 8 Tonne Bags @ \$5960.00 (\$745.00 ea.) – Wamco Waterworks Northern.
CARRIED

Resolution 2024 - 112
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to tender for 640 cubic yards of gravel to be deposited on Trainors Side Road. *CARRIED*

There was a discussion regarding the Volunteer Fire Chief Job advertisement. At the Special Fire Board meeting that took place on Monday, May 6; the following resolution was passed and presented to Council:

Resolution No. F2024-20
Moved: Janet Gordanier
Seconded: Sarah Brown

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does recommend to the respective Councils to agree to post the Fire Chief Job advertisement after recommended modifications agreed to by board. *CARRIED*

It was recommended to the Acting Clerk to post the job advertisement on the Township of Hilton’s website, The Village of Hilton Beach’s website, The Island Clippings, Sootoday and to send it to Mike Trainor for him to post it on the St. Joseph Island business/community page on Facebook.

Resolution 2024 - 113
Moved: Mike Trainor
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the Hilton Union Fire Board’s recommendation to post the job advertisement for the Fire Chief Administration Volunteer position. *CARRIED*

Resolution 2024 - 114
Moved: Mike Trainor
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the fee of \$2000.00 for CEMC services provided by Jeff Edwards for the year 2024. *CARRIED*

Resolution 2024 - 115
Moved: Janet Gordanier
Seconded: Mike Trainor

A letter that was written by Councillor, Sarah Brown from the Village of Hilton addressed to MPP Michael Mantha and MP Carol Hughes was discussed. The letter will be signed by both Reeve, Rod Wood from the Township of Hilton and Mayor, Robert Hope from the Village of Hilton before it is sent.

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does support changing the fire safety requirements to accommodate small communities and the reality of volunteer firefighting. *CARRIED*

There was a discussion regarding the composition of the Hilton Union Fire Department. The below resolution was passed at the March 11, 2024 Hilton Union Fire Board Meeting:

Resolution #F2024-09
Moved: Sarah Brown Seconded: Rodney Wood

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT recommend to amend By-Law 1024-11 to change section 2. To read, “A joint board of management shall be established and shall be composed of three (3) elected members, plus one (1) alternate, from the Council of the Township of Hilton and three (3) elected members, plus one (1) alternate, from the Council of the Village of Hilton Beach. Board recommendations/decisions must be presented to respective Councils for approval. Fire Board meetings are to be open to the public and agendas and minutes will be posted on the respective websites. *CARRIED*

It was discussed that going forward the Clerk should include minutes from Fire Board meetings in Council meeting agenda packages in order to keep all of Council updated.

Resolution 2024 - 116
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the Hilton Union Fire Board's recommendation to amend By-Law 1024-11 to add, "Board recommendations/decisions must be presented to respective Councils for approval. Fire Board meetings are to be open to the public and agendas and minutes will be posted on respective websites" to Section 2. CARRIED*

Resolution 2024 - 117
Moved: Janet Gordanier
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the 2024 Budget of the St. Joseph Island Planning Board of \$15, 000.00 with the Township of Hilton's levy being \$3220.00. *CARRIED*

There was a discussion regarding the amendment to the Comprehensive Zoning By-law to include regulations of short-term rentals. The Acting Clerk reported that there were no appeals to the new by-law. A discussion regarding adding license fees, timelines to provide adequate proof of inspections, and fines took place. It was requested that the Acting Clerk create the Schedule of these fees in order for Council to approve at the next meeting, before adding them to the Short-Term Rental By-Law.

Council reviewed our existing Trailer By-law. No changes or updates required.

Resolution 2024 - 118
Moved: Dave Leask
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does give first, second and third and final reading and pass By-Law No. 1415-24 being a by-law to amend By-Law 1400-24 to appoint officers, servants, boards, and commissions for the year 2024. *CARRIED*

9:10 pm: Councillor Mike Trainor left the meeting.

Resolution 2024 - 119
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the recommended new employee performance appraisal tool. *CARRIED*

Resolution 2024 - 120
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the St. Joseph Island Museum Board Budget for 2024 as presented in the amount of \$36,250.00; Hilton Township's share being \$7781.00. *CARRIED*

There was a discussion regarding Grace United Cemetery . In order to continue to operate, Bereavement Authority of Ontario (BAO) has informed us that due to inaccurate maps, plans, and layouts, an archeological study would need to be completed and we would need to obtain a Cemetery Investigation Authorization from BAO. A discussion took place regarding the BAO's suggestion for existing interment rights and future sales of new interments. The current Cemetery By-Law was reviewed and a number of items were discussed and clarified. Further information will be gathered and a Cemetery Board Meeting will occur again in the near future to decide how to proceed with operations.

Item 13. A) Trefry Memorial Centre – Funding Request, was deferred to the next Council meeting

Resolution 2024-121
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does suggest to present an award to Dianne Holt at the luncheon (at \$16/person) held by the Dr. Trefry Centre on June 25, 2024. Rod Wood will attend the luncheon to present the award. *CARRIED*

Resolution 2024-122
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does support the Central Algoma Secondary School with donations of \$100 and \$250 to be awarded respectively to a deserving Grade 8 and Grade 12 Graduate. *CARRIED*

Resolution 2024-123
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the payment of Township bills for the month of April, 2024 in the amount of \$73,181.99 per the attached voucher. *CARRIED*

Resolution 2024-124
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does pass By-Law No. 1416-24 being a by-law to confirm the proceeding of this meeting. *CARRIED*

Resolution 2024-125
Moved: Rod Wood
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adjourn at 10:30 p.m. Council to meet again at the Hilton Township Municipal office on Wednesday, June 5, 2024 or at the call of the Reeve. *CARRIED*

Acting Reeve, Mike Garside

Acting Clerk, Sara Dinsdale

HILTON UNION FIRE BOARD

Special Meeting

MINUTES

April 15, 2024

7:00 p.m.

7a)

Present: Brian Delvecchio
Mike Garside
Robert Hope (Deputy Chief)
Janet Gordanier
Rodney Wood
Sarah Brown

Acting Secretary-Treasurer: Sara Dinsdale

Call to order at 7:00 p.m.

There were no disclosures of pecuniary interest.

Resolution #F2024-12

Moved: Rodney Wood

Seconded: Mike Garside

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT accepts the agenda of April 15, 2024 as presented. *CARRIED*

Resolution #F2024-13

Moved: Janet Gordanier

Seconded: Mike Garside

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT approves the appointment of Sara Dinsdale as Acting Secretary/Treasurer of the Hilton Union Fire Department. *CARRIED*

Resolution #F2024-14

Moved: Sarah Brown

Seconded: Janet Gordanier

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT approve the following minutes as presented: March 11, 2024. *CARRIED*

Resolution #F2024-15

Moved: Janet Gordanier

Seconded: Robert Hope

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT does agree to the CACC agreement as presented. *CARRIED*

Resolution #F2024-16

Moved: Mike Garside

Seconded: Janet Gordanier

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT recommends that the Acting Secretary Treasurer create a job posting for a Fire Chief to have ready for the next meeting on May 1, 2024 at 7:00 p.m. *CARRIED*

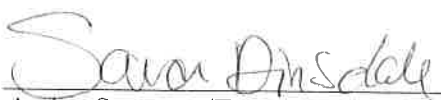
Resolution #F2024-17

Moved: Sarah Brown

Seconded: Janet Gordanier

BE IT RESOLVED THAT THE BOARD OF THE HILTON UNION FIRE DEPARTMENT do adjourn at 8:36 p.m. and agree to meet again at the Hilton Township Municipal Office on May 1, 2024, or at the call of the Chair or by petition from majority of the members of the Board. *CARRIED*


Chairperson: Brian Delvecchio


Acting Secretary/Treasurer Sara Dinsdale

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 4000- GOV

Date: May 15, 2024

The Township of Hilton
2983 Base Line
Hilton Beach, ON
P0R 1G0

Dear Chief Administrative Officer:

Re: 2025 Municipal Policing Billing Statement Property Count

Please find below your municipal property count that has been provided to the OPP by the Municipal Property Assessment Corporation (MPAC).

The property count data is based on the 2023 Assessment Roll data delivered by MPAC to municipalities for the 2024 tax year with adjustments based on the requirements defined in O. Reg. 413/23 of the Community Safety and Policing Act (CSPA). The property counts will be used by the OPP to help determine policing costs in the 2025 Annual Billing Statements.

Municipality	Household	Commercial & Industrial	Property Count
The Township of Hilton	387	12	399

The Household count is reflected in your 2023 Year-end Analysis Report 5 (Household count), which you receive annually from MPAC, with adjustments to exclude Canadian Force Base (CFB) counts and timeshare units. The Commercial and Industrial counts reflect properties having designated Realty Tax Class and Realty Tax Qualifiers (RTC/RTQ) while excluding properties with structures such as towers, billboards, wind turbines, solar panels, oil or gas wells, international bridges or international tunnels. Please find the specific details on <http://www.opp.ca/billingmodel> (search for Property Count Definition document).

Please review the count for your municipality, considering the requirements defined in O. Reg 413/23, and if you continue to have any questions or concerns about your count, please contact your local MPAC Account Manager Municipal and Stakeholder Relations within 60 days from the issue date on this letter.

Any error in the 2023 year-end municipal property count determined as a result of your review, will be confirmed through MPAC and your 2025 municipal billing will be adjusted for the applicable changes.

Yours truly,

Steve Ridout, Superintendent
Bureau Commander
Municipal Policing Bureau



Calls For Service (CFS) Billing Summary Report

Hilton April - 2024

Billing Categories (Billing categories below do not match traditional crime groupings)		2024				2023			
		April	Year to Date	Time Standard	Year To Date Weighted Hours	April	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Utter Threats to Person	0	1	15.4	15.4	0	0		0.0
	Total	0	1	15.4	15.4	0	0		0.0
Property Crime Violations	Theft under - Other Theft	0	0		0.0	0	1	6.3	6.3
	Fraud -Money/property/security <= \$5,000	0	0		0.0	0	1	6.3	6.3
	Total	0	0		0.0	0	2	6.3	12.6
Statutes & Acts	Trespass To Property Act	1	1	3.5	3.5	0	0		0.0
	Total	1	1	3.5	3.5	0	0		0.0
Operational	Suspicious Person	1	1	3.8	3.8	0	0		0.0
	Sudden Death - Natural Causes	0	1	3.8	3.8	0	0		0.0
	Family Dispute	0	1	3.8	3.8	0	0		0.0
	Total	1	3	3.8	11.4	0	0		0.0
Operational2	911 call / 911 hang up	0	0		0.0	1	1	1.5	1.5
	911 call - Dropped Cell	0	0		0.0	0	1	1.5	1.5
	Total	0	0		0.0	1	2	1.5	3.0
Traffic	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	0	3	3.8	11.4	0	1	3.8	3.8
	Total	0	3	3.8	11.4	0	1	3.8	3.8
Total		2	8		41.7	1	5		19.4

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2024 billing period.

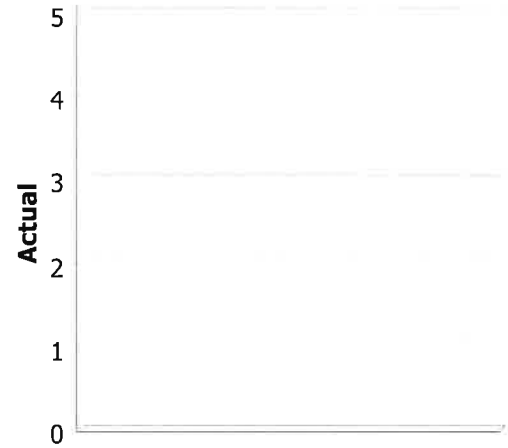
Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.

Police Services Board Report for Hilton
Records Management System
April - 2024

Violent Crime

Actual	April			Year to Date - April		
	2023	2024	% Change	2023	2024	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	0	0	--	0	0	--
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	0	0	--	0	1	--
Total	0	0	--	0	1	--



Property Crime

Actual	April			Year to Date - April		
	2023	2024	% Change	2023	2024	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	0	0	--	0	0	--
Theft Under	0	0	--	0	0	--
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	1	0	-100.0%
Mischief	0	0	--	0	0	--
Total	0	0	--	1	0	-100.0%



Drug Crime

Actual	April			Year to Date - April		
	2023	2024	% Change	2023	2024	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--



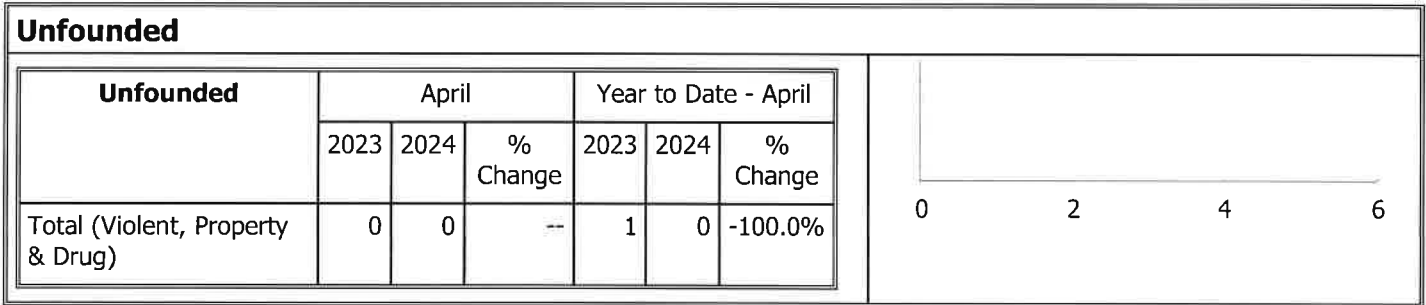
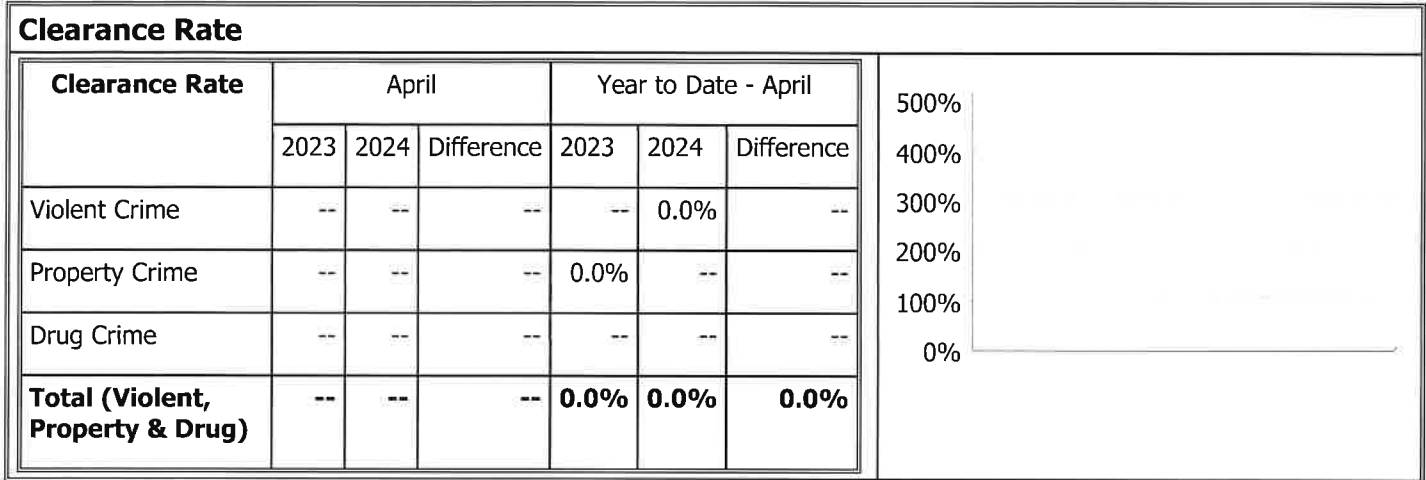
Detachment: 4B - EAST ALGOMA (Blind River)
Location code(s): 4B10 - EAST ALGOMA (Thessalon)
Area code(s): 4006 - Hilton
Data source date: 2024/05/11

Report Generated by:
 Bowles, Natalie

Report Generated on:
 15-May-24 2:11:54 PM
 PP-CSC-Operational Planning-4300

7c)iii)

Police Services Board Report for Hilton
Records Management System
April - 2024



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

- Data Utilized**
- Major Crimes
 - Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4B - EAST ALGOMA (Blind River)
Location code(s): 4B10 - EAST ALGOMA (Thessalon)
Area code(s): 4006 - Hilton
Data source date: 2024/05/11

Report Generated by:
Bowles, Natalie

Report Generated on:
15-May-24 2:11:54 PM
PP-CSC-Operational Planning-4300



Clerks Report: 2024-06-05/01

Meeting Date: June 5, 2024

Subject: **CEMC Request for Meeting**

Regular Meeting

Prepared by: Sara Dinsdale

Our CEMC, Jeff Edwards, has requested that a meeting in September be held.

The group should consist of the Clerk, the Reeve, the Fire Chief, and the Public Works Manager. Other council members can join if they want, but it is not required.

Once a date is set, the OPP, EMS, and Algoma Public Health will be invited.

The meeting will require 2-3 hours.

Please decide on any day or evening in September, except September 11.

701)

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 326-5000
Toll Free: 1 866 517-0571
SOLGEN.Correspondence@ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél. : 416 326-5000
Sans frais : 1 866 517-0571
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132-2024-1621

By email

May 15, 2024

Dear Heads of Council and First Nation Chiefs:

I am pleased to share that the *Community Safety and Policing Act, 2019* (CSPA) came into force on April 1, 2024, and would like to take this opportunity to extend my gratitude to you and your communities. You have been instrumental in shaping the compositions for the newly established Ontario Provincial Police (OPP) detachment board framework.

The detachment board framework, as laid out in the CSPA and the new OPP Detachment Board Regulation, introduces a modernized approach to OPP policing by providing avenues for greater civilian governance. It ensures that each municipality and First Nation community receiving policing services from the OPP has an opportunity to represent their local perspectives, needs, and priorities.

The regulation with details of the board compositions and other board matters is available here: [O. Reg. 135/24: OPP DETACHMENT BOARDS \(ontario.ca\)](https://www.ontario.ca/regulation/135/24).

With the OPP detachment board framework now in effect, I would like to remind you of some key operational requirements.

Detachment Board Catchments

The maps that are referred in the regulation are attached for your reference. These maps have been developed to show the catchments for situations in which there are multiple boards for the same detachment. Should you have any questions related to the maps or OPP detachment board regulation, please contact Rachel Ryerson, Manager of the Public Safety Policing Policy Unit, at Rachel.Ryerson@ontario.ca.

Training and Appointments

With the new framework there are three types of appointments to the new OPP detachment boards as set out in the regulation: members who are members of a council of a municipality or band council of the First Nation; members representing the community who are neither a member of the council or band council of, nor an employee of the municipality or the First Nation; and provincial appointees. The appointment of council and community representatives are to be conducted locally, with the communities and First Nations assuming responsibility for the process for making appointments identified in the regulation.

Agency Profiles have been created on Ontario's Public Appointment Management System (PAMS), that will be used to facilitate the appointment of provincial appointees to OPP Detachment Boards (OPP Detachment Board – Public Appointments Secretariat (gov.on.ca)).

All board members are required to have completed mandatory roles and responsibilities training before exercising their responsibilities as detachment board members. Information regarding the roles and responsibilities training and provincial appointments have been shared with detachment leads who are the key contacts identified collectively by the communities after 2021 for each detachment who have acted as the liaison for the Ministry of the Solicitor General, municipalities and First Nations throughout this process. Should you have any additional questions regarding the training and the provincial appointments, please contact the lead for your detachment. If you need help identifying the lead for your detachment, please contact Rachel Ryerson, Manager of the Public Safety Policing Policy Unit, at Rachel.Ryerson@ontario.ca.

Police Service Advisor Support

As you may know, the Inspector General's duties under the CSPA include collaborating with detachment boards to tackle local issues and offer guidance on CSPA compliance. For any further inquiries or for more information, please reach out to the designated Police Services Advisor within the Inspectorate of Policing. If you need help identifying the Police Services Advisor for your specific region, please contact Jeeti Sahota, A/Manager, Police Services Liaison Unit, Inspectorate of Policing, at Jeeti.Sahota@ontario.ca.

I would like to thank you once again for your continued collaboration and significant support in this ongoing process.

Sincerely,



Michael Kerzner
Solicitor General

c. Mario Di Tommaso, O.O.M., Deputy Solicitor General, Community Safety

Commissioner Thomas Carrique, C.O.M., Ontario Provincial Police

Colin Best, President, Association of Municipalities of Ontario

Lisa Darling, Executive Director, Ontario Association of Police Service Boards

Ontario Provincial Police Detachment Leads

2024 Building Permit Fees Collected vs Costs Incurred
(re: Tulloch Services)

	a/c 480100	a/c 525600	a/c 525610	
Month	Permit Fees Collected	Invoice Time Based	Invoice Mileage	Difference
January	0.00	851.00	84.60	935.60
February	345.00	870.47	84.60	610.07
March	2,410.00	820.56	79.20	-1,510.24
April	195.00	575.00	79.20	459.20
May		421.28	0.00	421.28
June				0.00
July				0.00
August				0.00
September				0.00
October				0.00
November				0.00
December				0.00
	2,950.00	3,538.31	327.60	915.91

Actual Net Cost to date 2024

3,865.91

Total Inspection and Mileage Costs

Historical FYI:			Actual Annual Cost:	
2024	2,950.00	3,865.91	915.91	
2023	7,730	19,089.46	11,359.46	
2022	5,695	13,131.71	7,436.71	
2021	4,186	10,898.45	6,712.45	
2020	3,885	13,951.98	10,066.98	
2019	4,075	11,833.02	7,758.02	
2018	2,420	6,269.23	3,849.23	
2017	2,075	8,716.38	6,641.38	
2016	1,570	4,165.25	2,595.25	
2015	1,800	6,484.63	4,684.63	
2014	2,325	7,436.83	5,111.83	
2013	1,120	7,167.71	6,047.71	

THE CORPORATION OF THE TOWNSHIP OF HILTON

BY-LAW #1417-24

Being a by-law to establish and require payment of various fees and charges.

WHEREAS by-laws imposing fees and charges are authorized under Part XII of the Municipal Act 2001, section 69 of the Planning Act, R.S.O. 1990, as amended, and the Building Code Act, as amended.

NOW THEREFORE the Council of the Corporation of the Township of Hilton hereby enacts as follows:

1. A tariff of fees and charges is hereby established as set out on the attached Schedule “A”.
2. No request by any person for documentary, written or printed information relating to any land, building or structure in the municipality, or any application described in Schedule “A” will be processed, nor will any other municipal business be acknowledged unless and until the person requesting the information or submitting the application has paid the applicable fee in the prescribed amount as set out in Schedule “A” to this by-law.
3. Notwithstanding the tariff of fees prescribed in paragraph 1 of this by-law and contained in Schedule “A” hereto, Council may at its discretion, reduce the amount of or waive the requirement for the payment of the fee in respect of the application or service where the Council is satisfied that it would be unreasonable to require payment in accordance with the tariff of fees described in the attached Schedule “A”.
4. Schedule “A” forms part of this by-law.
5. Should any part of this by-law, including any part of Schedule “A” be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the by-law shall be severable and that the remainder of this by-law including the remainder of Schedule “A” as applicable shall continue to operate and to be in force and effect.
6. This by-law rescinds By-Law # 1376-23.
7. The new fees will take effect on July 1, 2024.

Read a first, second and third time, and finally passed this 5th day of June, 2024.

ACTING REEVE - Mike Garside

ACTING CLERK – Sara Dinsdale

Schedule "A" to By-law 1417-24

Description of Fee or Charge	Fee or Charge	Authorizing by-law or legislation
Application for Zoning Amendment	400.00	By-Law 1417-24
Application for Official Plan Amendment (OPA)	800.00	By-Law 1417-24
Applications for Zoning Amendment & OPA at same time	960.00	By-Law 1417-24
Application for Purchase of Shoreroad	240.00	By-Law 1417-24
Certificate of Compliance (re Sale of Land)	40.00	By-Law 1417-24
<i>In addition to the above fees, where it is necessary to advertise in a newspaper having general circulation within the municipality, the applicant shall, in addition to the fees prescribed above, pay the cost of any newspaper advertising to the municipality prior to the placement of the advertisement.</i>		
Facsimile - 1 st page	3.20	By-Law 1417-24
Facsimile - consecutive pages	1.60	By-Law 1417-24
Lottery Licences - % of prizes	3%	Order in Council 2688/93 – s. 23
Photocopies - each	.32	By-Law 1417-24
Service charge for NSF cheques	40.00	By-Law 1417-24
Tax Certificates	40.00	By-Law 1417-24
Commission of documents	10.00 ea	By-Law 1417-24
Building permits		
For the first \$1,000 of the cost of construction	160.00	By-Law 1417-24
For each additional \$1,000 or part thereof of the cost of construction	8.00	By-Law 1417-24
Valuation of proposed work based on following rates:		
Dwellings: Full Basement	240.00 sqft	By-Law 1417-24
Second Floor	160.00 sqft	By-Law 1417-24
Frost Wall/Slab-on-Ground	160.00 sqft	By-Law 1417-24
Garottage: (classed same as dwellings)		By-Law 1417-24
Garages: Finished	80.00 sqft	By-Law 1417-24
Unfinished	52.50 sqft	By-Law 1417-24
Second Floor (Finished only – storage use only)	52.50 sqft	By-Law 1417-24
Decks	48.00 sqft	By-Law 1417-24
Carports	80.00 sqft	By-Law 1417-24
Farm Buildings/Pole Buildings	52.50 sqft	By-Law 1417-24
Commercial/Industrial Buildings	160.00 sqft	By-Law 1417-24
Miscellaneous: shingling / siding / replacing windows / renovations – ONLY IF structural changes are involved		By-Law 1417-24
up to \$5,000 estimated material value plus 50% or Contractor's Quote Single Fee	160.00	By-Law 1417-24
> \$5,000 estimated material value plus 50% or Contractor's quote		By-Law 1417-24
Demolition permit Single Fee	80.00	By-Law 1417-24
Moving Fee - to another location on same property Single Fee	160.00	By-Law 1417-24
Change of Use Single Fee	160.00	By-Law 1417-24
Occupancy Permit Single Fee	160.00	By-Law 1417-24
Re-inspection of outstanding deficiencies Single Fee	160.00	By-Law 1417-24
Commencement of construction without permit	double	By-Law 1417-24
Fire		
Delivery of Load of Water (payable to Hilton Union Fire Department)	160.00	By-Law 1417-24
Water (payable to Village Hilton Beach)	40.00	By-Law 1417-24
Winterize Hydrant (payable to Hilton Union Fire Department)	40.00	By-Law 1417-24

Schedule "A" to By-law 1417-24 (Page 2)

Description of Fee or Charge	Fee or Charge	Authorizing by-law or legislation
Freedom of Information Requests		
To initiate request	5.00	O. Reg. 823
Copies and computer printouts	.20	O. Reg. 823
For manually searching a record each 15 mins. spent	7.50	O. Reg. 823
For preparing a record for disclosure, including severing a part of the record - for each 15 mins. spent	7.50	O. Reg. 823
Roads		
Entrance Permits - Permanent	160.00	By-Law 1417-24
Entrance Permits - Temporary	320.00	By-Law 1417-24
Excavating: per hour	96.00	By-Law 1417-24
Grading per hour (minimum call-out charge: \$160)	160.00	By-Law 1417-24
Plowing/Sanding: per hour (minimum call-out charge: \$145)	232.00	By-Law 1417-24
Grading/Plowing/Sanding: per season	TBA	By-Law 982-10
Tax Sales		By-Law 1417-24
All associated fees to be set by Township of Hilton's solicitor and includes disbursements; HST and monthly interest charge of 2% on unpaid legal fees.		

ST. JOSEPH ISLAND PLANNING BOARD

**P.O. Box 290
Richards Landing, Ontario
P0R 1J0**

Telephone: 705-542-4606

Email: sjiplanningboard@gmail.com

May 13, 2024

Algoma Public Health
294 Willow Avenue
Sault Ste. Marie, ON
P6B 0A9

Attention: Virginia Huber

Dear Ms. Huber:

Re: APH Fees for Review of Land Use Applications

We acknowledge receipt of your correspondence dated April 12, 2024 regarding Algoma Public Health's Sewage System Program 2024 and associated fee schedule. While the Planning Board is well aware of the financial challenges facing all public bodies, they are also questioning the justification for the fees proposed to be charged for review of land use planning applications such as consents to sever, minor variances and zoning by-law amendments.

The Ontario Building Code Act does authorize building permit fees to be charged for septic systems on a cost/recovery basis. This Planning Board however feels that the \$500 minimum fee, and additional fee of \$250/lot for applications of more than 2 lots, may be excessive and unreasonable, especially given that in the case of most land use planning applications no on site inspection is needed nor carried out. We also question whether there is even any authority under the Ontario Building Code Act to authorize the charging of fees to review and comment on land use planning applications.

Thank you for your consideration of this matter. We look forward to your response.

Sincerely,



Michael Jagger
Secretary-Treasurer

c. Area Municipalities

ST. JOSEPH ISLAND PLANNING BOARD**P.O. Box 290****Richards Landing, Ontario****P0R 1J0**

Telephone: 705-542-4606

Email: sjiplanningboard@gmail.com**MEMO**

To: Township of Hilton

From: Michael Jagger, Secretary Treasurer

Date: May 14, 2024

Re: Consent Application # 3/24 - B. & D. Maltman - Block D, Plan H-597, Hilton Twp.

Enclosed are copies of the Notice of Application and the full application for the above.

You will note that this application proposes to sever a Block in a plan of subdivision in order that part of that Block may be added to the abutting shoreline residential parcel.

Any comments or recommendations the municipality may have on this application should be delivered to me before June 17, 2024.

If you have any questions, or need any assistance, then feel free to email or call.

Thanks,



Michael Jagger

9b)ii)

ST. JOSEPH ISLAND PLANNING BOARD

NOTICE OF APPLICATION FOR CONSENT

TAKE NOTICE that the St. Joseph Island Planning Board has received a complete application for consent to sever land and will meet on Monday, June 17th, 2024, at 7:00 p.m. at the Township of St. Joseph Municipal Administration Building, 1669 Arthur Street, Richards Landing, Ontario to consider that application.

The purpose and effect of the subject application for consent is to permit the severance of a parcel of land (Part of Block D) located between Lots 24 and 25 of Plan H-597 in the Township of Hilton. This application proposes to sever a parcel with an approximate area of 1008.69 metres² (10,862 ft²) from Block D. The applicants are the owners of Lots 24 and 25, and Block D, of Plan H-597, and wish to sever Block D, which is located between the two Lots, in order that a 9.14 metre-wide-strip (30 feet) thereof may be added to Lot 24, known as 3560 Hamilton Drive. The parcel proposed to be severed has frontage of approximately 9 metres (29.5 ft.) on Hamilton Drive and is made up of vacant forested land. The retained portion of Block D will remain with Lot 25 and will continue to serve as a buffer between Lots 24 & 25.

ADDITIONAL INFORMATION regarding the application is available for inspection by contacting the Secretary-Treasurer of the St. Joseph Island Planning Board at the address shown herein.

ANY PERSON may attend the meeting and/or make written or verbal representation either in support of or in opposition to the proposed consent. All persons wishing to attend and/or make verbal representation at the meeting are asked to contact the Secretary-Treasurer in advance of the meeting. If a person or public body that files an appeal of a decision of the St. Joseph Island Planning Board in respect of the proposed consent does not make written submission to the St. Joseph Island Planning Board before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

If any person wishes to be notified of the decision of the St. Joseph Island Planning Board in respect of the proposed consent, a written request must be submitted to:

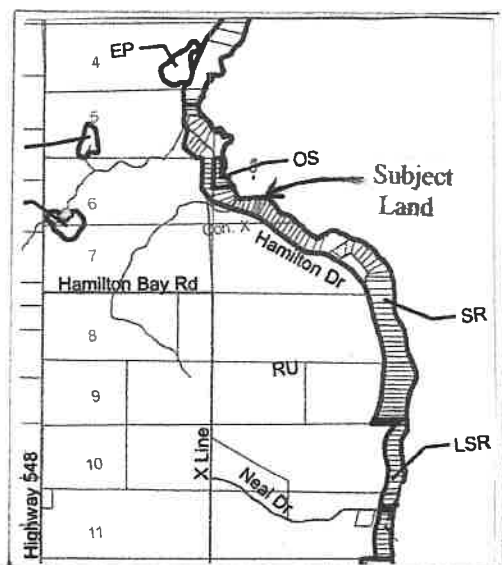
St. Joseph Island Planning Board

P.O. Box 290

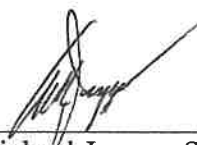
Richards Landing, Ontario

P0R 1J0

KEY MAP



Dated at St. Joseph Island
this 14th day of May 2024.


Michael Jagger, Secretary-Treasurer
St. Joseph Island Planning Board
Telephone: (705) 542-4606
Email: sjiplanningboard@gmail.com

Consent Application # 3/24

Owner/Applicant: Bonnie & David Maltman

St. Joseph Island Planning Board
APPLICATION FOR CONSENT

1. Name of Owner(s): BONNIE & DAVID MALTMAN Telephone No. (705) 246-3816

Address: 3560 HAMILTON DRIVE

HILTON BEACH ONTARIO Postal Code: P0R 1G0

Name of Owner's Solicitor or authorize agent (if any): LAW OFFICE OF HUGH MACDONALD

Address: 421 BAY ST. SUITE 603

SAULT STE MARIE ONT Postal Code: P6A 1X3

(The owner's written authorization is required if this application is signed by a solicitor or agent)

Please specify to whom communication regarding this application should be sent:

Owner ✓ Solicitor _____ Agent _____

2. (a) Type and Purpose of Transaction: (check appropriate spaces)

Transfer: ✓ creation of new lot(s) Other: _____ a charge/mortgage
✓ addition of a lot _____ a lease
_____ an easement _____ correction of title
_____ other (specify)

(b) Number of new lots (not including retained lots) proposed: none

(c) Name of Person(s), if know, to whom the land or interest in the land is to be transferred, charged or leased: *and relationship of any:*

OWNERS DAVID & BONNIE MALTMAN

(d) *If a lot addition, identify the lands to which the parcel will be added:*

LOT 24 PLAN H597 (3560 HAMILTON DRIVE)

3. Location of the Subject Land: (complete applicable lines and include entire holdings)

Municipality TOWNSHIP OF HILTON Lot(s) No. LOT D AND LOT 25

Concession/Plan _____ Reference Plan No. H-597 Part(s) No. _____

Road/Street Name and Number HAMILTON DRIVE (NO CIVIC ADDRESS)

(If access to the subject land is by water only, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road:

PORTION TO BE
SEVERED

PORTION TO BE
RETAINED

4.5 Type of Water Supply

(check appropriate space)

- Publicly owned and operated piped water system

CURRENTLY NO DRILLED WELL
OR LAKE LINE AND CURRENT OWNERS
PLAN IS TO LEAVE IT VACANT

- Privately owned and operated individual well

- Privately owned and operated communal (shared) well

- Other means (describe)

4.6 Type of Sewage Disposal

(check appropriate space)

- Publicly owned and operated sanitary sewage system

CURRENTLY NO SEWAGE DISPOSAL AND
CURRENT OWNERS PLAN IS TO LEAVE IT AS
VACANT LAND. FUTURE DEVELOPMENT WOULD
HAVE TO BE APPROVED BY ALGOMA HEALTH DEPT.

- Privately owned and operated individual septic system

- Privately owned and operated communal (shared) septic system

- privy

- other means (describe)

4.7 Other Services

(Check if the service is available)

- electricity

ELECTRIC LINES & TELEPHONE
LINES ARE AT THE ROADWAY

- telephone

SCHOOL BUS CURRENTLY USES ROADWAY

- busing

- garbage collection

MUNICIPAL GARBAGE DUMP

5.1 What is the existing Official Plan designation of the subject land? SHORELINE

5.2 What is the present zoning of the subject land? SHORELINE RESIDENTIAL

5.3 Are there any easements or restrictive covenants affecting the subject land?
Yes ☐ No ☒ If yes, describe the easement or covenant and its effect:

5.4 *If any of the following uses or features are on the subject land or within 500 metres of the subject land, unless otherwise specified, please check the appropriate boxes that apply.*

<u>Use or Feature</u>	<u>On the Subject Land</u>	<u>Within 500 Metres or as Specified</u>
An agricultural operation, including livestock facility or stockyard	<input type="checkbox"/>	<input type="checkbox"/>
A landfill	<input type="checkbox"/>	<input type="checkbox"/>
A sewage treatment plant or waste stabilization plant	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/>
A provincially significant wet land (Class 1, 2 or 3 wetland)	<input type="checkbox"/>	<input type="checkbox"/>
A provincially significant wetland within 120 metres of the subject lands	<input type="checkbox"/>	<input type="checkbox"/>
Flood plain	<input type="checkbox"/>	<input type="checkbox"/>
A pit or quarry	<input type="checkbox"/>	<input type="checkbox"/>

6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or a consent under the Planning Act? Yes ☐ No ☒ Unknown ☐
If YES, and known, provide the Ministry's application file number and the decision made on the application: IT IS A SUBDIVISION AS PER PLAN H597

6.2 *If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.*

6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land? Yes ☐ No ☒
If YES, and if known, provide for each parcel severed, the date of transfer, the name of the transferee and the land use:

- 6.4 Is the subject land currently the subject of any other application under the Planning Act? (such as an application for an official plan amendment, zoning by-law amendment, minor variance, another consent or plan of subdivision) Yes ☐ No ☒ Unknown ☐
If YES, provide the file number and status of that application:

7. This application must be accompanied by a sketch showing the following:

- the boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained;
- the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
- the distance between the subject land and the nearest township lot line or landmark;
- the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- the approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land that, in the opinion of the applicant may affect the application; such as buildings, roads, watercourses, drainage ditches, wooded areas, wetland, wells and septic systems;
- the existing uses on adjacent land, such as residential, agricultural and commercial uses;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
- if access to the subject land is by water only, the location of the parking and boat docking facilities to be used; and
- the location and nature of any easement affecting the subject land.

8. Is this application consistent with the policy statements issued under subsection 3(1) of the Planning Act (i.e. Provincial Policy Statement)? Yes ☐ No ☒ UNKNOWN

- 9.1 Is the subject land within an area of land designated under any provincial plan or plans? Yes ☐ No ☒ UNKNOWN

- 9.2 If yes, does the application conform to the applicable provincial plan or plans? Yes ☐ No ☐

10. If there is any other information that you think maybe useful to the Planning Board or other Agencies in reviewing this application, please explain below or attach on a separate page.

OUR INTENT... IS TO LEAVE A 30' FORESTED BUFFER BETWEEN US AND THE
RETAINED PORTION OF LOT 25 & PORTION OF BLOCK D AND PORTION OF PART I.....
AND TO BE LEGALLY ALLOWED TO BLOW SNOW THERE FROM OUR DRIVEWAY

AFFIDAVIT OR SWORN DELCARATION

WE ^{NE}
 X, BONNIE & DAVID MALTMAN.....of the TOWNSHIP OF HILTON BEACH.....
 in the District of Algoma..... make oath and say (or solemnly declare)
 that the information contained in this application is true and that the information contained in
 the documents that accompany this application is true.

Sworn (or declared) before me

at the Village of Hilton Beach

in the District of Algoma.....

this 19..... day of April..... 20 24..

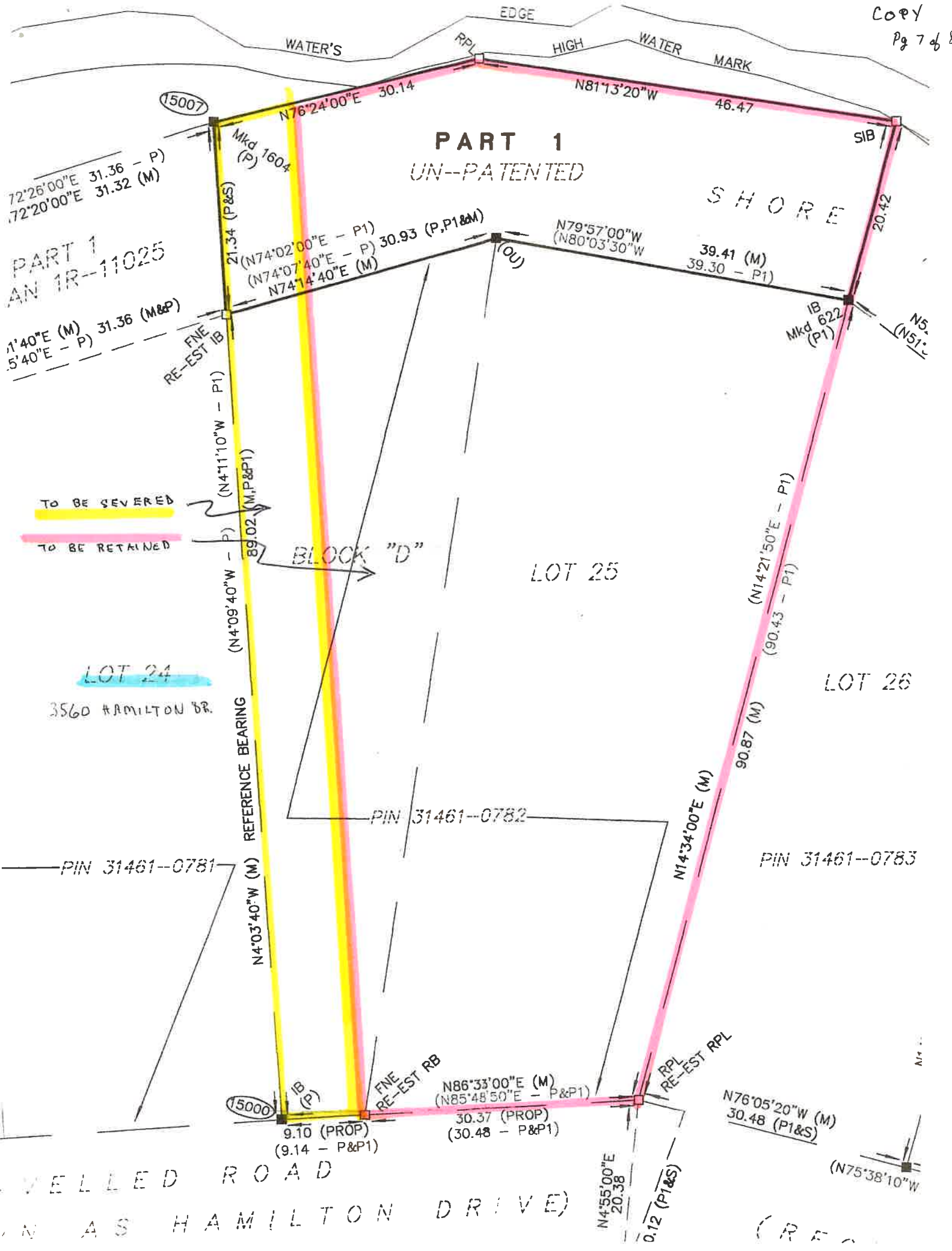
Bonnie Maltman
 Applicant

David Maltman
 Applicant

M. Kelly
 Commissioner of Oaths

M. Kelly Commissioner
 for taking Affidavits.
 for the Incorporated
 Village of Hilton Beach

NOTE: If the applicant is not the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application must accompany this application.



The Corporation of the Township of Hilton
2983 Base Line
Hilton Beach, ON P0R 1G0
Phone: 705-246-2472 Fax: 705-246-0132
www.hiltontownship.ca



The Corporation of the Township of Hilton Interim Tax Bill 2024

Owner name and address:

MALTMAN BONNIE EVELYN; MALTMAN DAVID ARTHUR
3560 HAMILTON DRIVE
HILTON BEACH, ON P0R 1G0

Billing Date: 2024-02-01
Roll No.: 5704-000000-05700-0000
Civic Address: HAMILTON DR
Legal Description: 3560 HAMILTON DR PLAN H597
LOT 24 SRA RP 1R11025 PT 1
T466112 0.64AC 102.80FR

Assessment	
Class	Amount
RTEP-Residential Taxable English Public school support	203,000.00
Interim-50% Of Levy From Previous Year	1,033.48
	203,000.00

SEVERED PORTION TO BE
ADDED TO LOT 24

Municipal Levy		Total Levy
Rate	Amount	Amount
0.00000000	0.00	0.00
1.00000000	1,033.48	1,033.48
	1,033.48	1,033.48

Total Taxes Levied 1,033.48
Arrears 0.00

Total Due 1,033.48

The Corporation of the Township of Hilton
2983 Base Line
Hilton Beach, ON P0R 1G0
Phone: 705-246-2472 Fax: 705-246-0132
www.hiltontownship.ca



The Corporation of the Township of Hilton Interim Tax Bill 2024

Owner name and address:

MALTMAN BONNIE EVELYN; MALTMAN DAVID
3560 HAMILTON DRIVE
HILTON BEACH, ON P0R 1G0

Billing Date: 2024-02-01
Roll No.: 5704-000000-05900-0000
Legal Description: PLAN H597 BLOCK D AND LOT
25 SRA PT1 1R13050 AL244102
0.80AC 129.00FR

Assessment	
Class	Amount
RTEP-Residential Taxable English Public school support	68,000.00
Interim-50% Of Levy From Previous Year	346.19
	68,000.00

SEVERED PORTION TO BE
DEDUCTED FROM BLOCK D & LOT 25

Municipal Levy		Total Levy
Rate	Amount	Amount
0.00000000	0.00	0.00
1.00000000	346.19	346.19
	346.19	346.19

Total Taxes Levied 346.19
Arrears 0.00

Total Due 346.19



Clerks Report: 2024-06-05/02

Meeting Date: June 5, 2024

Subject: **Update Regarding STR Fines and Licensing**

Regular Meeting

Prepared by: Sara Dinsdale

After our last meeting I reached out to the St. Joseph Island Planning board regarding adding fees and licensing to our new Short Term Rental By-law. I was advised that Licensing and fees would need to be a totally separate by-law (i.e. a business licensing by-law), and that we will need to hold off passing such by-laws until the new Official Plan has been approved. At the present time STR's are considered to be a residential use and licensing and fees for such may only be applied to commercial uses. The new Official plan proposes to change that so that STR's may be considered to be a commercial use which then can be subject to the licensing provisions of the Municipal Act. This will be addressed again once the new Official plan is approved.



Clerks Report: 2024-06-05/03

Meeting Date: June 5, 2024

Subject: **Live Streaming of Council Meetings Info**

Regular Meeting

Prepared by: Sara Dinsdale

At the Council meeting of April 10, 2024 the below resolution was passed:

Resolution 2024-99
Moved: Dave Leask
Seconded: Rod Wood

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to discontinue live streaming Council meetings until further notice. ***CARRIED***

- While streaming Council meetings is discontinued, the internet dish has since been adjusted for better reception; however, it continues to periodically disconnect throughout the day.
- Below is the current Ombudsman information on electronic meetings. I have reached out to the Ombudsman with a request for more clarification on the proper procedure. I have been advised that the current procedure reflects the pandemic.

<https://www.ombudsman.on.ca/have-a-complaint/who-we-oversee/municipalities/municipal-closed-meetings/open-meetings-guide-for-municipalities>

Can meetings be held electronically, including over teleconference or video conference?

Yes, the *Municipal Act, 2001* was amended in 2020 to permit councils, local boards, and committees to hold meetings electronically if permitted by their procedure by-law. This change was made in response to the COVID-19 pandemic, but has remained in the Act, giving municipalities more flexibility in their meeting styles.

All of the open meeting rules continue to apply to electronic meetings. Notice must be provided and should include directions for how the public can access the meeting, such as a link. Minutes must be recorded and a resolution must be passed in public before a meeting can be closed. Municipalities should monitor any broadcast or livestream to ensure that the meeting is stopped if there are technical issues, and should consider putting a back-up broadcast method in place.

- I have also reached out to other local municipalities in our area and quite a few either have never implemented it or have discontinued streaming meetings now that COVID is no longer an issue and in-person meetings are acceptable. Out of the nine Municipalities that replied, four of them are still allowing streaming of meetings.
- The Ombudsman suggested that if a decision is made to reinstate streaming of open meetings, that it needs to be clear to the public that livestreaming is merely an added convenience if the public notice states that the meeting takes place in person. The below is a suggestion of what would be posted:

"Streaming of open council meetings is a courtesy only. Sessions will continue regardless of technical issues or internet failure as all regular meetings are open for the public to attend in person. A link to the meeting will be posted to the township's website when available."

- The cost to reinstate a subscription is \$230.52 for one year.
- There has been one complaint regarding the cancellation of meetings being cancelled.

Schedule "A" to By-law No 1274-20
The Corporation of the Township of Hilton
Delegation Request Form

Date of Meeting you wish to attend: _____

Name of Person(s) wishing to make presentation: _____

Title/Position, if applicable: _____

Group/Organization Delegation Represents, if applicable:

Mailing Address: _____

Postal Code: _____ Telephone Number: _____

Email Address: _____

Discussion Topic: _____

Action/Decision being Requested: _____

Additional Comments, if applicable: _____

If you require assistance completing this form, please contact: admin@hiltontownship.ca

Note: Pursuant to the Procedural By-Law, delegations may be heard by Council. Matters that, in the opinion of Council, are not within their legislative authority to control, or are repetitive in nature, may be declined. Requests for inclusion must be received in writing, on this form, no later than seven days prior to the scheduled meeting.



Clerks Report: 2024-06-05/05

Meeting Date: June 5, 2024

Subject: **Grace United Cemetery**

Regular Meeting

Prepared by: Sara Dinsdale

There have been a few recent events regarding the cemetery:

- 1) It was brought to our attention that there was an unauthorized/unorganized burial of cremated remains that took place in 2023. The family attended the office to explain that they made arrangements to disinter and re-inter in another location that belonged to the family. This situation arose multiple questions of providing proper documentation. The family was able to provide proper documentation in the end; however, it was a lengthy process for both myself and the family. This situation also arose the fact that we do not have disinterment fees, administration fees and interment fees for cremated remains in our price list.
- 2) I have also received a request with respect to what plots a family owns. I have requested proper documentation and have been told they cannot provide it. The BAO states that we should not proceed without proper documentation therefore I have explained what types of documents would suffice, trying to provide some more options that would be appropriate. I have spent much time in the cemetery locating this family's lot, photographing to provide to the family and researching what information I can connect to it. I have stated that I can proceed with issuing the Interment Rights Certificate for the one plot that has her as holder rights for hers, however without information on the rest of them, I cannot issue the certificate.
- 3) I did receive a request to inter cremated remains and requested proper documentation and received it without issue. I am in the process of working with the family to gather the rest of the family background and am issuing interment rights certificates.
- 4) We have recently learned that some community members are possibly in possession of cemetery information that we do not have. I have spoken to two people that are in the process of gathering what they have to drop off. We also received a map that is a little more clear, however still inaccurate when compared to the actual plots in the cemetery.
- 5) I have included a "Cemetery Rules" sign. This has been temporarily posted at the cemetery due to the most recent events. I am requesting that Council take a look and suggest any changes as I would like to have this created and posted properly.
- 6) I am including a draft of an amended Cemetery By-Law for discussion. You will see that anything I have added is in red, and anything I am suggesting to remove is still there with a strike-through.

CEMETERY RULES

All visitors should conduct themselves in a quiet respectful manner.

All interments **must** be organized through the office of the Township of Hilton.

No glass ornaments, bottles, plastic items, cans, fences, metal edging, stones, harmful material and similar items.

Approved artificial decorations are permitted only if securely placed on headstones with fasteners.

Decorations are not permitted on the ground. The cemetery operator reserves the right to remove all loose articles and dispose without notification.

The cemetery will not replace any article that is removed, damaged or stolen.

No person may damage, destroy, remove or deface any property within the Cemetery.

Pets or other animals including cremated animal remains are not allowed to be buried on cemetery grounds.

The Township of Hilton reserves full control over the cemetery operations and management of land within the cemetery grounds.

Please contact the office of the Township of Hilton for cemetery business.



705-246-2472

admin@hiltontownship.ca

2983 Base Line, Hilton Beach ON P0R 1G0

THE CORPORATION OF THE TOWNSHIP OF HILTON

BY-LAW NO. 1418-24

Being a by-law to provide for rules and regulations for the care and control of Grace United Cemetery within the Township of Hilton.

WHEREAS the Funeral Burial and Cremation Services Act, 2002, authorizes the owner to establish rules and regulations regarding a municipally owned cemetery;

AND WHEREAS the Corporation of the Township of Hilton owns the municipal cemetery known as Grace United Cemetery, located at 2876 Hilton Road within the Township of Hilton;

AND WHEREAS the Council for the Corporation of the Township of Hilton deems it desirable to enact a by-law to regulate the operation, care and control of Grace United Cemetery and any other cemetery subsequently owned and operated by the Corporation of the Township of Hilton;

NOW THEREFORE be it resolved that the Council of the Corporation of the Township of Hilton hereby enacts as follows:

1. That the Corporation of the Township of Hilton hereby approves the Rules and Regulations attached hereto as Schedules A, B, C, D and forming part of this By-law;
2. That this By-law shall come into force and effect after receiving approval of the Registrar, Funeral Burial and Cremation Services Act, 2022, Bereavement Authority of Ontario.
3. This By-law rescinds By-law #1366-23

Read a first, second and third and final time and passed this 5th day of June, 2024.

ACTING REEVE – Mike Garside

ACTING CLERK – Sara Dinsdale

THE CORPORATION OF THE TOWNSHIP OF HILTON

Schedule ‘ A ‘ to By-law No. 1418-24

A By-law for the care, maintenance, management and operation
of Grace United Cemetery located in the Township of Hilton.

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Section H: CONTRACTOR/MONUMENT DEALER BY-LAWS

These by-laws are the rules and regulations that govern The Township of Hilton's Grace United Cemetery and have been approved by the Registrar, *Funeral, Burial and Cremation Services Act, 2002* (FBCSA), Bereavement Authority of Ontario (BAO).

A. DEFINITIONS

Burial/Interment: The opening of a lot and then the placing of dead human remains or cremated human remains in that lot, followed by closing the lot. The lot may be a grave in the ground.

By-laws: The rules and regulations under which the Cemetery and/or Crematorium operates.

Care and Maintenance Fund: It is a requirement under the FBCSA and O. Reg. 30/11 and 184/12 that a prescribed amount or a percentage of the purchase price (excluding tax) of all interment rights sold, transferred, assigned or permitted; and prescribed amounts for monuments and markers, is contributed into the care and maintenance fund. Interest earned from this fund is used to provide care and maintenance of lots, plots, markers and monuments at the cemetery.

Caretaker: means the contractor hired by the Board to maintain the cemetery.

Contract: For purposes of these by-laws, all purchasers of interment, or other cemetery supplies and services must receive a copy of the contract they and the cemetery operator have signed detailing the obligations of both parties, and acknowledging receipt and acceptance of the cemetery by-laws, a copy of the Consumer Information Guide and the Price List.

Corner Posts: Shall mean any stone or other land markers set flush with the surface of the ground and used to indicate the location of a lot or plot.

Council: Shall mean the Council of the Township of Hilton.

Grave: (Also known as a Lot) means any inground burial space intended for the interment of a child, adult or cremated human remains.

Interment Right: The right to require or direct the interment of human remains or cremated human remains in a grave, or lot and to authorize the installation of a monument or marker.

Interment Rights Certificate: The document issued by the cemetery operator to the purchaser once the interment rights to a specific lot have been paid in full, identifying ownership and authority over those specific interment rights.

Interment Rights Holder: The person who holds the interment rights with respect to a lot whether the person be the purchaser of the rights, the person named in the certificate of interment or such other person to whom the interment rights have been assigned or inherited to.

~~The person(s) authorized or entitled to inter human remains in a specified lot. They may be the person named in the Interment Rights Certificate or such other person to whom the rights have been assigned.~~

Lot: For the purpose of this By-Law a lot is a single grave space.

Marker: Shall mean any permanent memorial structure – monument, plaque, headstone, cornerstone or other structure or ornament affixed or intended to be affixed to a burial lot, mausoleum crypt, columbarium niche or other structure or place intended for the deposit of human remains and may be used to indicate the location of a burial.

Plot: For the purposes of these by-laws, a plot means two or more lots in respect of which the rights to inter have been sold as a unit.

Non Resident: means a person who does not own property within The Township of Hilton.

Resident: means a person who owns property, or the spouse of a person who owns property, or an individual who has maintained permanent residency in The Township of Hilton for a minimum of one year prior to the date of application for a burial lot.

Township: means The Corporation of The Township of Hilton.

B. GENERAL INFORMATION

General Conduct:

The cemetery reserves full control over the cemetery operations and management of land within the cemetery grounds.

No person may damage, destroy, remove or deface any property within the Cemetery.

All visitors should conduct themselves in a quiet manner that shall not disturb any service being held.

By Law Amendments:

The cemetery shall be governed by these by-laws, and all procedures will comply with the FBCSA and O.Reg. 30/11 and 184/12, which may be amended periodically.

All by-law amendments must be:

- A. Published once in a newspaper with general circulation in the locality in which the cemetery is located;
- B. Conspicuously posted on a sign at the entrance of the cemetery; and
- C. Delivered to each supplier of markers who has delivered a marker to the cemetery during the previous year, if the by-law or by-law amendment pertains to markers or their installation.

All by-laws and by-law amendments are subject to the approval of the Registrar, FBCSA, BAO.

Hours:

For lot purchase or cemetery information the Township of Hilton Office (2983 Base Line, Hilton Beach, Ontario P0R 1G0) is open Monday/Wednesday/Friday from 9:00 am to 4:30 pm and closed on holidays. ~~Interments may be arranged any day of the week with the cemetery caretaker.~~ **Interments may take place during the weekdays and must be arranged through the office of the Township of Hilton. Additional charges will apply for weekend interments.**

Liability:

The cemetery operator will not be held liable for any loss or damage, without limitation (including damage by the elements, Acts of God, or vandals) to, any lot, plot, monument, marker, or other article that has been placed in relation to an interment, save and except for direct loss or damage caused by gross negligence of the cemetery.

Lot Pricing: Not Applicable. No new lots are available for sale.

~~The selling price of the lot including care and maintenance shall be set by Council in the Fees and Charges Bylaw and will not be subject to sales tax (HST).~~

Public Register:

Provincial legislation – Section 110 of O. Reg. 30/11 requires all cemeteries and crematoriums to maintain a public register that is available to the public during regular office hours.

Pets or Other Animals:

Pets or other lower animals, including cremated animal remains, are not allowed to be buried on cemetery grounds.

Right to Re-Survey:

The Cemetery has the right at any time to re-survey, enlarge, diminish, re-plot, change or remove plantings, grade, close pathways or roads, alter in shape or size, or otherwise change all or any part of the cemetery, subject to approval of the appropriate authorities.

Notice of Resale and Transfer of Interment Rights:

The cemetery operator prohibits the resale of interment rights to a third party and will repurchase these rights from the interment rights holder or such other person to whom the interment rights have been assigned, at the price listed on the current price list less any care and maintenance contribution amount previously made. Transfers of interment rights cannot be prohibited so long as the purchaser meets the qualifications and requirements as outlined in the cemetery operator's by-laws.

The cemetery operator prohibits the resale of interment rights to a third party and is not required to repurchase unused interment rights in a plot (more than one lot) if one of the interment rights in the plot has been exercised.

C. BY-LAWS FOR THE CANCELLATION OR RESALE OF INTERMENT RIGHTS

Purchasers of interment rights acquire only the right to direct the burial of human remains, and the installation of monuments, markers and inscriptions, subject to the conditions set out in the cemetery by-laws. In accordance with cemetery by-laws, no burial, or installation of any monument, marker, inscription, or memorialization is permitted until the interment rights have been paid in full. An interment rights certificate will be issued to the Interment Rights Holder(s) when payment has been made in full. The purchase of interment rights is not a purchase of real estate or real property.

Cancellation of Interment Rights within 30 Day Cooling-Off Period:

- A purchaser has the right to cancel an interment contract within thirty (30) days of signing the interment rights contract, by providing written notice of the cancellation to the cemetery operator. The cemetery operator will refund all monies paid by the

purchaser within thirty (30) days from the date of the request for cancellation.

Cancellation of Interment Rights after the 30-Day Cooling-Off Period:

- Upon receiving written notice from the purchaser of the interment rights, the cemetery operator will cancel the contract and issue a refund to the purchaser for the amount paid for the interment less the appropriate amount that is required to be deposited into the Care and Maintenance Fund. This refund will be made within thirty (30) days of receiving said notice. If the interment rights certificate has been issued to the interment rights holder(s), the certificate must be returned to the cemetery operator along with the written notice of cancellation.

If any portion of the interment or scattering rights has been exercised, the purchaser, or the interment rights holder(s) are not entitled to cancel the contract or re-sell the interment

Resale of Interment Rights after 30 Day Cooling-Off Period:

- The cemetery operator prohibits the resale of interment rights to a third party and will repurchase these rights from the interment rights holder or such other person to whom the interment rights have been assigned, at the price listed on the current price list less any care and maintenance contribution amount previously made. Transfers of interment rights cannot be prohibited so long as the purchaser meets the qualifications and requirements as outlined in the cemetery operator's by-laws.
- The cemetery operator prohibits the resale of interment rights to a third party and is not required to repurchase unused interment rights in a plot (more than one lot) if one of the interment rights in the plot has been exercised.
- If any portion of the interment rights has been exercised, the purchaser, or the interment rights holder(s) are not entitled to sell back the interment rights.

NOTE: ALL REALES OF INTERMENT RIGHTS MUST BE CARRIED OUT THROUGH THE CEMETERY OPERATOR.

Requirements where resale is prohibited within cemetery by-laws:

- If an interment rights holder wishes to re-sell the interment rights and the cemetery operator's by-laws prohibit the third-party resale of interment rights, the rights holder must make the request to the cemetery operator in writing. The cemetery operator will repurchase the interment right at the price listed on the cemetery operator's current price list less the Care and Maintenance Fund contribution made at the time of purchase. The re-purchase and payment to the rights holder requesting the sale must be completed within 30 days of the request.
- The interment rights holder requesting the resale of the rights must return the interment rights certificate to the cemetery operator and the rights holder(s) must endorse the interment rights certificate, transferring all rights, title and interest back to the cemetery operator. The appropriate paperwork must be completed before the cemetery operator reimburses the rights holder(s).

Care and Maintenance Fund Contributions:

- It is a requirement under the FBCSA and O. Reg. 30/11 and 184/12 that a prescribed amount or a percentage of the purchase price (excluding tax) of all interment rights sold; and prescribed amounts for monuments and markers is contributed into the care

and maintenance fund. Interest earned from this fund is used to provide care and maintenance of lots, plots, markers and monuments at the cemetery. Contributions to the care and maintenance fund are not refundable except when interment rights are cancelled within the 30-day cooling off period.

D. BY-LAWS PERTAINING TO BURIAL OF REMAINS

- All Interments must be organized with the cemetery operator. Interments done without proper consent and organization is an offence according to the Funeral, Burial and Cremations Services Act, 2002, S.O. 2002, c.33 and can be liable to fines and/or imprisonment.
- No new sales or casket interments are permitted. Only interments of cremated remains will be permitted/honored.
- Interment rights holder(s) must provide proper documentation to support their rights as Interment Rights Holder (s). Without proper documentation, your claim as interment rights holder will not be honored.
- Interment rights holder (s) must provide written authorization prior to a burial taking place. Should the interment rights holder be deceased, authorization must be provided in writing by the person authorized to act on behalf of the interment rights holder in keeping with the *Succession Law Reform Act* i.e. Personal Representative, Estate Trustee, Executor or next of kin.
- A burial permit issued by the Registrar General or equivalent document showing that the death has been registered with the province must be provided to the cemetery office prior to a burial taking place. A Certificate of Cremation must be submitted to the cemetery office prior to the burial of cremated remains taking place.
- In accordance with the FBCSA and O. Reg 30/11 and 184/12 the purchaser of interment rights must enter into a cemetery contract, providing such information as may be required by the cemetery operator for the completion of the contract and the public register prior to each burial or entombment of human remains, or cremated human remains.
- Payment must be made to the cemetery operator before a burial can place.
- The cemetery operator shall be given 72 business hours of notice for each burial of human remains.
- The opening and closing of graves may only be conducted by cemetery staff or those designated to do work on behalf of the cemetery.
- Cremated remains may not be scattered within the cemetery.
- Cremated remains are not permitted to be scattered on a grave containing human remains in keeping with these by-laws.
- Human remains may be disinterred from a lot provided that the written consent (authorization) of the interment rights holder has been received by the cemetery operator and the prior notification of the medical officer of health. A certificate from the local medical officer of health must be received at the cemetery office before the removal of casketed human remains from the cemetery may take place. A certificate from the local medical officer of health is not required for the disinterment of cremated remains from a lot or the removal of cremated remains from the cemetery.

- In special circumstances the removal of human remains may also be ordered by certain public officials without the consent of the interment rights holder and/or next of kin(s).
- Each lot may contain up to one full casket burial and up to six cremated remains.

E. BY-LAWS PERTAINING TO MEMORIALIZATION

- No memorial or other structure shall be erected or permitted on a lot until all charges have been paid in full and/or a permit is obtained from the cemetery operator.
- No monument, footstone, marker or memorial of any description shall be placed, moved, altered, or removed without permission from the cemetery operator.
- Minor scraping of the monument base of an upright monument due to grass/lawn maintenance is considered normal wear and tear.
- The cemetery operator will take reasonable precautions to protect the property of interment rights holders, but it assumes no liability for the loss of, or damage to, any monument, marker, or other structure, or part thereof.
- Memorials – monuments, markers, plaques etc. are owned by the interment rights holder and the cemetery operator is not responsible for their loss or deterioration. These memorials should be protected by the interment rights holder's own insurance coverage.
- The cemetery operator reserves the right to determine the maximum size of monuments, their number and their location on each lot or plot. They must not be of a size that would interfere with any future interments. For a multi-burial in one plot, raised monuments beside the main plot monument are not permitted, flat stones only. Raised monuments must be a minimum of 5" wide at its narrowest point and shall not exceed 44" in height.
- All foundations for monuments and markers shall be built by, or contracted to be built for, the cemetery operator at the expense of the interment rights holder.
- Should any monument or marker present a risk to public safety because it has become unstable, the cemetery operator shall do whatever it deems necessary by way of repairing, resetting, or laying down the monument or marker or any other remedy to remove the risk.
- The cemetery operator reserves the right to remove at its sole discretion any marker, monument, or inscription which is not in keeping with the dignity and decorum of the cemetery as determined by the trustees.
- A monument, ~~private mausoleum~~, or other structure shall be erected only after the specific design plans have been approved by the cemetery operator including: dimensions, material of structure, construction details, and proposed location.
- In keeping with the cemetery by-laws only one monument shall be erected within the designated space on any lot.

- The minimum thickness for flat markers including footstones is 4 inches or 10 cm.
- All monuments and markers shall be constructed of bronze or natural stone (i.e. granite).
- Markers made of wood are permitted for temporary use (up to 2 years) until a permanent marker is placed.
- No monument shall be delivered to the cemetery for installation until the monument foundation has been completed, and the interment rights holder(s) and/or marker retailer have been notified by the cemetery operator.
- Markers and footstones of bronze or granite are permitted with size and quantity restrictions according to cemetery by-laws and the placement of such memorials shall not interfere with future interments.
- Single lot maximum: Raised monuments must be a minimum of 5” wide at its narrowest point and shall not exceed 44” in height.

F. BY-LAWS PERTAINING TO CARE AND PLANTING

A portion of the price of interment rights is trusted into the Care and Maintenance Fund. The income generated from this fund is used to maintain, secure and preserve the cemetery grounds and markers. Services that can be provided through this fund include:

- Re-levelling and sodding or seeding of Lots
- Maintenance of cemetery roads, sewers and water systems
- Maintenance of perimeter walls and fences
- Maintenance of cemetery landscaping
- Maintenance of mausoleum and columbarium
- Repairs and general upkeep of cemetery maintenance buildings and equipment
- No person other than cemetery staff shall remove any sod or in any other way change the surface of the burial lot in the cemetery.
- No person shall plant trees, flower beds or shrubs in the cemetery except with the approval of the cemetery.
- Flowers placed on a grave for a funeral shall be removed by the cemetery staff after a reasonable time to protect the sod and maintain the tidy appearance of the cemetery.

G. BY-LAWS OUTLINING ITEMS THAT ARE PROHIBITED AND PERMITTED

- The cemetery reserves the right to regulate the articles placed on lots or plots that pose a threat to the safety of all interment rights holders, visitors to the cemetery and cemetery employees, prevents the cemetery from performing general cemetery operations, or are not in keeping with the respect and dignity of the cemetery.
- Prohibited articles will be removed and disposed of without notification. Prohibited articles include: articles made of hazardous materials, such as non-heat resistant glass (~~excludes glass attached to monuments~~), bottles, ceramics, cans, corrosive metals, loose stones, sharp objects; trellises or arches; chairs or benches.

- Approved artificial decorations are permitted only if securely placed on headstones with fasteners. Decorations are not permitted to be placed on the ground.
- The cemetery reserves the right to disallow or remove quantities of memorial wreaths or flowers considered to be excessive and that diminishes the otherwise tidy appearance of the cemetery.
- Deteriorated wreaths may be removed and disposed of by the Cemetery without notification. Items removed will be held in storage for a maximum of 6 months for pickup by owner, if not claimed within 6 months of removal they will be disposed of without notification.

H. CONTRACTOR/MONUMENT DEALER BY-LAWS

Any contract work to be performed within the cemetery requires the written pre-approval of the interment rights holder and the cemetery operator before the work may begin. Pre-approval includes but is not limited to: landscaping, delivery of monuments and markers, inscriptions, designs, drawings, plans and detailed specifications relating to the work, proof of all applicable government approvals and permits, the location of the work to be performed. It is the responsibility of all contractors to report to the cemetery office and provide the necessary approvals before commencing work at any location on the cemetery property.

Prior to the start of any said work, contractors must provide proof of:

WSIB coverage

Occupational Health and Safety Compliance

WHMIS

Evidence of liability insurance of not less than \$2 million

- All cemetery by-laws apply to all contractors and all work carried out by contractors within the cemetery grounds.
- Contractors, monument dealers and suppliers shall not enter the cemetery in the evening, weekends or statutory holidays, unless approval has been granted by the cemetery operator.
- No work will be performed at the cemetery except during the regular business hours of the cemetery.
- Contractors shall temporarily cease all operations if they are working within 100 meters of a funeral until the conclusion of the service. The cemetery operator reserves the right to temporarily cease contractor operations at their sole discretion if the noise of the work being performed by the contractor is deemed to be a disturbance to any funeral or public gathering within the cemetery.
- Contractors, monument dealers and suppliers shall lay wooden planks on the burial lots and paths over which heavy materials are to be moved to protect the surface from damage.

THE CORPORATION OF THE TOWNSHIP OF HILTON

Schedule ' B ' to By-law No. 1418-24

**CEMETERY SCHEDULE OF FEES
(NO HST APPLICABLE)**

SALE OF LOT:

There are no new sales and no new interments
(includes one full burial and six cremations to be interred in each grave site)

Full Size Burial Lot	
Resident 1.22 m x 2.44 m (4' x 8')	\$ 700 (\$290 to Care and Maintenance)
Non-Resident 1.22 m x 2.44 m (4' x 8')	\$1,000 (\$400 to Care and Maintenance)

OPENING AND CLOSING:

Full Size Burial Lot – No full size burial lot opening and closing

~~arranged by Funeral Home per Funeral Home fee and~~
~~—paid directly to Contractor~~

Cremated Remains: \$100.00 (Weekday)
\$200.00 (Weekend)

Disinterment of Cremated Remains: \$350.00

Marking out of the lot by caretaker or designate:

Regular Burial Lot	\$100
Cremated Remains	\$ 50

MARKER PERMIT FEES as prescribed under the FBCSA, 2002:

Flat Markers less than 1,116.13 sq cm (173 sq in), flush with ground nil

Flat Markers more than 1,116.13 sq cm (173 sq in), flush with ground	\$100
Pillow Marker over 1,116.13 sq cm (173 sq in) on pad above ground, Sloped or flat, including base	\$200
Upright Marker up to 1.22 metres in height (4 ft) and 1.22 metres (4 ft) in width, including base:	\$200
Upright Marker over 1.22 metres in height (4 ft) and 1.22 metres (4 ft) in width, including base:	\$400

100% of installation fees for markers are allocated to the Care and Maintenance Fund in accordance with Ontario Regulation 30/11 made under the Funeral, Burial and Cremations Services Act, 2002.

OTHER FEES:

Transfer of Interment Rights	\$75
Duplicate Copy Certificate of Interment Rights	\$75
Administration Fees/hour spent on additional requests:	\$30

Corporation of the Township of Hilton, 2983 Base Line, Hilton Beach, Ontario P0R 1G0

Telephone: 705-246-2472

Fax: 705-246-0132

Email: admin@hiltontownship.ca

Sales Contract for the Purchase of Interment Rights

Sales Contract Number: _____ Date of Purchase: _____

PURSUANT TO the *Funeral, Burial and Cremation Services Act, 2002* and *Ontario Regulation 31/11* and all amendments thereto, the Interment Rights Holder (s) listed below have the right to direct/consent to the burial and memorialization associated with the Interment Rights in conjunction with the Township of Hilton and the By-laws for The Township of Hilton Grace United Cemetery. This Contract is between the Purchaser and The Township of Hilton Cemetery Board, concerning Cemetery Interment Rights for the Recipient(s) as identified in this Contract. The Purchaser represents being legally authorized or charged with the responsibility for the Recipient(s) Cemetery Interment Rights and Services as specified in this Contract. This agreement will be enforceable to the benefit of the named recipients.

Purchaser Details			
Name			
Address			
Telephone		Email	
Recipient(s): List all recipients and contact information below.			
Name	Contact Information	Relationship to Recipient	

Interment Rights Details					
Cemetery	Grace United Cemetery				
No. of Graves		Section		Row/Lot	
Notes					

Purchaser's Initials _____

Schedule ' C ' to By-law No. 1366-23

Deceased information (If applicable)			
Name			
Place of Death		Date of Death	

Services	
Sale Price	
Care & Maintenance Contribution	
Subtotal	
HST	
Total Price	

By-laws	By-laws for The Township of Hilton 1366-23 Updated: April 2023
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It is agreed between the parties that this Contract is subject to the By-laws of The Township of Hilton – Grace United Cemetery, and the Purchaser hereby acknowledges receipt and review of a copy of the Cemetery By-laws, Cemetery Price List and the Ontario Consumer Information Guide.

I acknowledge I have read and reviewed the Contract's Terms & Conditions on the reverse and hereby confirm that the Interment Rights as specified are complete and correct. I direct The Township of Hilton Cemetery Board to proceed with the Interment Right(s) as identified in the Contract in accordance with the Cemetery By-law which is now in force or at any time in force.

The Township of Hilton Cemetery Board

Signature of Purchaser

I acknowledge receipt of a copy of this Contract.

Purchaser's Initials _____

Schedule ' C ' to By-law No. 1366-23

TERMS AND CONDITIONS GOVERNING THE PURCHASE OF INTERMENT RIGHTS

1. The Rights Holder agrees to abide by the terms of this Contract and the approved By-laws of The Township of Hilton – Grace United Cemetery. The Rights Holder hereby acknowledges receipt of the By-laws, price list and the Ontario Consumer Information Guide as a condition of this Contract. The By-laws govern the operation of the Cemetery and set out the exercise of Interment Rights and restrictions with respect to the purchase of Cemetery supplies and services from a source other than the Cemetery.
2. The following trusting provisions, as set out in the *Funeral, Burial and Cremation Services Act*, 2002 and *Ontario Regulation 31/11*, are in effect. Such funds shall be deposited to the Care and Maintenance Fund of the Cemetery: the greater of 40% of the price of the Interment Rights as set out in the Price List, and \$290.
3. The contributions to the Care and Maintenance Fund of the Cemetery for the installation of markers, as set out in the *Funeral, Burial and Cremation Services Act*, 2002 are as follows:
 - a. For any flat marker measuring more than or equal to 1,116 sq cm or 173 sq in., \$100
 - b. For any pillow marker measuring more than or equal to 1,116 sq cm or 173 sq in., including the base, \$200
 - c. For any upright marker measuring 1.22m (4ft) or less in both height and length, including the base, \$200
 - d. For any upright marker measuring more than 1.22m (4ft) in height and length, including the base, \$400.
4. If the Interment Rights *have not been used*, the Purchaser may, in writing to The Township of Hilton Cemetery Board within thirty (30) days from the signing of this agreement, cancel this Contract for a full refund.
5. The Rights Holder, by written demand, may request that The Township of Hilton Cemetery Board repurchase the Interment Rights described herein at any time *before they are used*. Upon receipt of notice and surrender of the endorsed Certificate of Interment Rights, the Rights Holder shall receive the current market price less the amount paid into the Care and Maintenance Fund of the Cemetery. **The resale of Interment Rights other than to The Township of Hilton Cemetery Board is prohibited.**
6. A Rights Holder wishing to transfer Interment Rights shall deliver written notification to The Township of Hilton Cemetery Board, accompanied by the Certificate of Interment Rights or predecessor easement. Upon receipt of this documentation and payment of the appropriate fee, a new Certificate of Interment Rights will be issued to the Transferee. The Township of Hilton Cemetery Board is entitled to require the production of certified or notarized copies of such wills, codicils, supporting affidavits, or other documents as the Municipality, in its sole discretion, deems to be necessary or advisable in the circumstances to establish authority to transfer the Interment Rights.
7. The exercise of Interment Rights shall be limited to the Rights Holder, their legal representative(s) or their heir(s)-at-law. Executors, legal representatives and heirs-at-law of the Rights Holder will be required to submit proof of identification, and an Order for Interment. The Township of Hilton Cemetery Board shall be entitled to require the production of certified/notarized copies of wills, codicils, supporting affidavits or any other such documents deemed to be necessary or advisable in the circumstances.

Purchaser's Initials _____

Schedule ' C ' to By-law No. 1366-23

8. The following documents are required to exercise Interment Rights in the Cemetery:
- a. Burial Permit OR Certificate of Cremation
 - b. Certificate of Interment Rights or predecessor easement
 - c. Order for Interment, signed by Rights Holder or their legal representative

Additionally, the following documents may be required:

- a. Interment Authorization, when the executors, legal representatives or heir(s)-at-law are exercising Interment Rights
 - b. Statutory Declaration
 - c. Any supporting documentation deemed necessary to establish authority to authorize interment.
9. The Purchaser acknowledges and provides consent to permit The Township of Hilton Cemetery Board to collect, use and disclose personal information in accordance with the requirements under the *Funeral, Burial and Cremation Services Act, 2002* and *Ontario Regulation 31/11* for information within the Cemetery Public Register. The Purchaser also understands that The Township of Hilton Cemetery Board does not rent or sell personal information to third party organizations.

Purchaser's Initials _____

Schedule "D" to By-law No. 1366-23

Interment Rights Certificate # GUC-_____

Date Purchased: _____

Contract # _____

Interment Rights Holder(s): The Interment Rights Holder(s) listed below have the right to direct/consent to the burial, and memorialization associated with the Interment Rights in conjunction with the cemetery by-laws.

Rights Holder Name: _____	Rights Holder Name: _____
Address: _____	Address: _____
City: _____ Province: _____	City: _____ Province: _____
Postal Code: _____	Postal Code: _____
Phone Number: _____ Email: _____	Phone Number: _____ Email: _____

Cemetery Name: <i>Grace United Cemetery</i>	
Cemetery Address: <i>2876 Hilton Road, Hilton Beach, On P0R 1G0</i>	Cemetery Phone Number: <i>705-246-2472</i>
Interment Right Location: <i>Section: _____ Row: _____ Lot: _____</i>	Interment Right Type: <i>Grave</i>
Price: _____	Care & Maintenance Contribution: _____ <i>\$290 or 40% of the purchase price (whichever is greater)</i>
Area: _____	<i>Example: Show area (2.23 square metres) or show dimensions (0.91 m wide x 2.45 m in length)</i>
Interment Right Capacity: <i>One full casket burial and up to six cremated remains</i>	
Memorialization Permitted: <i>Refer to By-law No. 1366-23 – Section E</i>	

Refer to the Cemetery By-laws provided to you at the time of purchase for a complete listing of by-laws that apply to your specific Interment Right

The Rights Holder(s), by written demand, may request the Township of Hilton Grace United Cemetery Board repurchase the Interment Rights described herein at any time *before they are used*. Upon receipt of notice and surrender of the endorsed Certificate of Interment Rights, the Rights Holder shall receive the current market price less the amount paid into the Care and Maintenance Fund or the Cemetery. **The resale of Interment Rights other than to the Township of Hilton Grace United Cemetery Board is prohibited.**

The Interment Rights Certificate must be returned to the cemetery operator if the Rights Holder(s) wish to transfer their rights to a third-party purchaser, a transferee, or back to the cemetery operator. If the original Interment Rights Certificate is misplaced the cemetery operator must issue a duplicate certificate in order to complete the transfer of ownership of the Interment Right, and the cemetery operator is entitled to charge an administration fee (as shown on the cemetery's price list) for the issuance of a duplicate certificate.

Purchaser's Signature

Cemetery Operator's Signature

Date Certificate Issued



DR. HAROLD S. TREFRY MEMORIAL CENTRE

A Division of The Corporation of the Township of St. Joseph
Seniors and Persons with a Disability Services



April 4, 2024

The Township of Hilton
2983 Base Line
Hilton Beach, ON P0R1G0

Dear Mayor and Council,

As you are aware, the Dr. H.S. Trefry Memorial Centre provides numerous programs and services to seniors and persons with disabilities living in your community. At this time, community support services provided by the Trefry Centre are partially funded by the Ministry of Health and Long-Term Care. However, this funding does not cover annual expenditures to run the Centre or programming at current capacity, or to meet goals of growing programs. Because of this, the Centre depends on generous contributions from Municipal Governments in our catchment area which have been a vital component in the Centre's success.

As you enter budget deliberations for the year, please consider the Trefry Centre and the services provided to your community. Our current operating budget has been attached for your information, including suggested contribution amounts based on Statistics Canada senior populations within our catchment area. Please keep in mind that we also serve individuals with long-term or short-term disabilities (ODSP). These individuals are not reflected in the percentage of calculation for contributions.

I would be happy to meet to discuss current services in your community, and to answer any questions you may have. Please contact the Centre to arrange a meeting with your Council or area designate.

Thank you for your consideration, which is much appreciated and will help ensure the continuation and success of the community support programs.

Marcy Clark
Manager

**Dr. H.S. Trefry Memorial Centre
2024/25 Budget**

Ontario Health Reporting Year from April 1, 2024 to March 31, 2025

Revenues

Ontario Health Program Funding	\$ 319,840
Other Funding (OCSA, New Horizons, NOHFC, ADSAB)	13,880
Other Funding - Municipal Contributions	25,000
Client Service Recipient Payments (Meals on Wheels, Diners, Transportation, Day Out)	108,000
Other Revenues - Donations, Hall Rental	18,750
Total Revenues	\$ 485,470

Expenditures

Salaries & Benefits	\$ 345,090
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Program Expenditures

Administration Expenses	28,675
Building Maintenance and Utilities	21,240
Home Maintenance Program Costs	3,080
Meals on Wheels Program Costs	39,130
Congregate Dining/Exercise Program Costs	11,040
Transportation Program Costs	37,700
Day Out Program Costs	8,745
Total Programs Materials & Supplies Expenditures	\$ 149,610

Total Expenditures	\$ 494,700
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Surplus (deficit) - Township of St Joseph to fund any deficit incurred	\$ (9,230)
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Municipalities	2021 Census Seniors (>=65) Population	Percentage Ratio of Total Seniors Population	Funding Consideration Amount
The Village of Hilton Beach	65	2.5%	\$ 613
The Township of Jocelyn	130	4.9%	\$ 1,226
The Township of Hilton	135	5.1%	\$ 1,274
The Township of Johnson	140	5.3%	\$ 1,321
The Township of Tarbutt	145	5.5%	\$ 1,368
The Township of Laird	255	9.6%	\$ 2,406
The Township of MacDonald, Meredith and Aberdeen Additional	295	11.1%	\$ 2,783
The Township of St. Joseph	485	18.3%	\$ 4,575
The Township of Plummer Additional	195	7.4%	\$ 1,840
The Town of Bruce Mines	210	7.9%	\$ 1,981
The Town of Thessalon	455	17.2%	\$ 4,292
The Township of Huron Shores (up to Thessalon only estimated)	140	5.3%	\$ 1,321
Total:	2,650	100.0%	\$ 25,000

- based on each municipality's seniors population as a % of the total seniors population

Hilton Township & Hilton Beach Family Yard Sale



Saturday, June 8th, 8 a.m to 1 p.m.

\$10 registration fee includes sign, advertising and
location on map

Register by June 1st

Email info@hiltonbeach.com or call 705-246-2242



Algoma District Services Administration Board
Conseil d'administration des services du district d'Algoma

Minutes – Regular Board Meeting

March 28, 2024

Members present: Norman Mann
Lynn Watson
Bryon Hall
Sally Hagman
Cheryl Fort
Harry Stewart
Blair MacKinnon
Charles Flintoff
Rick Bull
Melanie Pilon

Members absent: Marcel Baron

1. Opening of Meeting

The Board Chair opened the meeting and welcomed Board Members and staff.

2. Indigenous Land Acknowledgement

3. Opportunity for Declaration of Pecuniary Interest

There were none.

4. Minutes

By resolution, the Board approved minutes of the regular Board Meeting of February 22, 2024, as distributed.

Moved by: Sally Hagman

Seconded by: Rick Bull

CARRIED

5. Approval of Agenda

By resolution, the Board approved the agenda of the March 28, 2024 regular Board Meeting as amended.

Separate 9.2 into: 9.2 CUPE
9.3 Management

Moved by: Lynn Watson

Seconded by: Bryon Hall

CARRIED

6. Correspondence

6.1 MMAH – Community Housing Priority Projects – Funding Request

The CAO informed the Board ADSAB was not successful with its business case submission for priority projects. Projects may be submitted for consideration again next fiscal year.

6.2 MOH – Community Paramedicine for Long-Term Care Funding

The CAO advised the Board ADSAB has been granted one-time funding for a two year period at one million dollars for each of 2024/25 and 2025/26 for the Community Paramedicine Long-Term Care program.

Discussion ensued.

6.3 MOH – Land Ambulance Services Grant – TWOMO for 2023

The CAO advised the Board the Ministry of Health has announced the provision of \$20,940 in base funding for services for Territories Without Municipal Organization (TWOMO). This agrees to the levied amount from 2023.

7. Other Business

7.1 Children's Services – Update

MOE – MEMO- 2023 Early Years and Child Care Annual Report

The Manager of Children's Services informed the Board the Ministry of Education has made the annual report available for viewing on their website. Prior to year end a report with data through an ADSAB lense pertaining to the next five years will be completed.

7.2 Housing Services – Update

MMAH – Review of Housing and Homelessness Plans

The Director of Housing Services informed the Board that the ADSAB Housing and Homelessness Plan was due for its five year update. The Ministry of Municipal Affairs and Housing has requested a hold on the update until further direction is provided.

The CAO informed the Board regarding the potential withholding of \$355 million in funding by the Federal Government as reported by the Ministry. AMO followed with a letter noting the possibility of severe negative impact on all Service Managers.

Discussion ensued.

7.3 Social Assistance Board Report – Ontario Works Caseload

The Director of Client Services reviewed report previously distributed to the Board.

Discussion ensued.

Direction was given to prepare a resolution for the Province to review and increase Ontario Works Financial Assistance Rates for consideration by the Board at the next meeting.

7.4 Paramedic Services – Update

In the absence of the Chief of Paramedic Services, the CAO provided information on the memo received from the Ministry of Health regarding the use of A-EMCA Pending Paramedics as Emergency Medical Assistant (EMA) Drivers.

7.5 Board Training – Update

The Director of Client Services informed the Board of the Cultural Competency & Truth and Reconciliation Training that front-line staff will be receiving in May. This will include both virtual training and in-person in depth training.

The Board and non front-line staff will be receiving the virtual training.

Discussion ensued.

7.6 ADSAB Audit – Update and Timing

The CAO advised the Board the audit field work has begun. Due to tight timelines and the additional work required related to the new Asset Retirement Obligation reporting standard, a revised meeting scheduled has been proposed.

By resolution the Board approved the revised meeting calendar for 2024.

Moved by: Harry Stewart

Seconded by: Charles Flintoff

CARRIED

8. Open Question and Answer

Elliot Lake is requesting those who can vote for them in the quest for funding for their arena to please do so. Thanks go out to all communities for their tremendous support.

9. In Camera Session

By resolution the Board move into closed session.

Moved by: Lynn Watson

Seconded by: Rick Bull

CARRIED

9.1 Staffing Update – Employment Services Transformation

9.2 Memorandum of Settlement – ADSAB and CUPE Local 3631

9.3 Management Compensation

9.4 Personnel Issues

10. Return to Open Session

By resolution the Board return to open session.

Moved by: Rick Bull

Seconded by: Lynn Watson

CARRIED

By resolution the Board ratify the Memorandum of Settlement between Algoma District Services Administration Board and CUPE Local 3631 and authorizes the CAO to sign the collective agreement with CUPE Local 3631 for 2024 to 2027.

Moved by: Rick Bull

Seconded by: Sally Hagman

CARRIED

By resolution the Board approve the Management Compensation for 2024 to 2027 as presented.

Moved by: Blair MacKinnon

Seconded by: Charles Flintoff

CARRIED

11. Adjournment

By resolution the regular Board Meeting of March 28, 2024 be adjourned.

Moved by: Lynn Watson

Seconded by: Sally Hagman

CARRIED

The next regular Board Meeting is scheduled May 9, 2024.

Minutes
St. Joseph Island Museum Board
Village of Hilton Beach Municipal Office
Monday March 25th, 2024
7:30 pm

Present: Lavera Crack, Barry Elliott, Tanna Elliott, Val Fiegehen, Carrie Kennedy-Uusitalo

Absent with Regrets: Karen Mascardelli, Dana Stevens, Janet Callahan, Greg Senecal

Agenda: Accepted as presented by Tanna, seconded by Barry, carried.

Minutes: Unavailable

Curator's Report

Carrie reported that the Museum was contacted last fall by Bil and Stella Trainor, they would like to donate a building from their property in the Village of Hilton Beach to the Museum in exchange for a tax receipt. Carrie and Barry met with Bil to look at the building. It is 16x14 in size, sound shape, wired, almost finished inside and approximately 8-10 years in age. Carrie was to seek out feasibility both strategically and financially if the building could be moved. This building would make a great addition to the Museum site. Carrie contacted Karhi's Contracting and hadn't heard back from them. Barry volunteered to look into this and hopefully receive a quote for the move.

Last fall Carrie mentioned that she would like to change the Log of Recognition donation program. Currently individuals donate and place a plaque in the barn. The Museum uses the donated funds but a fair share gets used up with the engraving of the plaques. She would like to see a tangible item purchased to be used by visitors. She suggested the purchase of benches, the grounds are in desperate need of benches, Carrie contacted local Tenby Bay Treasures and they provided a quote of \$475 per bench (4 feet long, finished and treated). Carrie suggested redoing the membership form and asked for help for the wording on this, Tanna volunteered to assist.

Last fall Carrie asked permission to purchase material and have more costumes made since the Old Time Photo Booth was such a hit with visitors. She purchased material and dropped off to Gail Murdock. Gail will contact Carrie when the costumes are complete.

The Museum is again in need of some new signage. Each building needs a new information sign indicating its age and some brief historical information about it. Also visitors park in the back and Carrie feels a sign on the drive shed is needed to indicate that they need to check in at the Admissions Building and pay before they tour. She

noticed people tend to tour without paying. She had the information prepared in a package and asked Gord Hawdon to give her a quote.

Currently the Museum computer has a virus. It was purchased in 2018. Carrie suggested due to its age an upgrade is needed. She suggested the purchase of an iPad, its user friendly and she already uses her personal iPad daily for work. It was suggested to include the purchase of an iPad and case in the budget.

The Museum still needs to work on and complete job descriptions for the Curator, students and maintenance position. Carrie suggested having a manual with all vital Museum information in it once complete.

The Curator wage was discussed, it was decided to align rate of pay with township administration positions.

Tanna moved to increase the Curator wage to \$25 per hour from \$21.50 with the same amount of weeks per season, Lavera seconded, carried.

Old Business

Repairs and maintenance list for 2024 needs to be made. Tanna presented the idea of completing a 5 year plan for each building and the grounds of the Museum. The Board agreed this was a good idea and necessary. It would be a working document, easier to allocate funds, know where to budget and how much fundraising would be needed to complete maintenance. Tanna volunteered to work on this alongside Carrie and Barry.

New Business

Canada Summer Employment Grant update, Tanna completed the grant, the ask was for 3 students.

Lavera would place the job ad in the Island Clippings in April and state pending funding. The interview team would consist of Carrie, Tanna and Lavera. Barry volunteered as alternate for committee. Interviews would be planned for early May likely on a Saturday. 2023 summer student Lauren Ouellette has applied for this season and due to her location in Sault Ste. Marie the Board would be willing to conduct a telephone interview with her.

Possible grant through the Trillium Fund was mentioned but Lavera contacted the township regarding it and discovered that the municipality would have to apply and they are only allowed one grant through that program.

Correspondence

Patricia Duma from Anipich Rocks contacted Lavera and requested to use a display case at the Museum for information and display about puddingstones. Carrie liked the idea, Lavera would contact Patricia and she would work the details out with Carrie. The only caution Carrie saw is that she would like to know what direction the display was going to go in, as a public Museum wording has to be careful and politically correct.

Lavera was contacted by a young student looking to volunteer. She would pass on the contact information and volunteer times with Carrie could be arranged.

Museum Board and appointments and elections of directors took place.

Lavera was willing to remain in the Chairperson position but recommended a Co-Chair position be added to assist her (due to her limitations with her eyesight) she named Tanna Elliott to the position, Tanna accepted.

- Barry Elliott will remain in the position of Vice Chairperson.
- Erica Pollock will remain as Treasurer
- Carrie Kennedy-Uusitalo will remain as Secretary.

Lavera contacted Jocelyn Township regarding the vacancy on the Board. She suggested that two people may be appointed. Reeve Henderson appointed Janet Callahan and Judi Dukes to fill these positions.

Budget for 2024 was reviewed and set.

Meeting adjourned at 9:22

Next meeting Monday April 29, 2024.

Minutes**St. Joseph Island Museum Board****Monday April 29th, 2024****7:30 Village of Hilton Beach Municipal Office**

Present: Lavera Crack, Dana Stevens, Karen Mascardelli, Barry Elliott, Val Fiegehen, Janet Callahan, Carrie Kennedy-Uusitalo, Judi Dukes, Tanna Elliott

Absent with Regrets: Greg Senecal

Minutes: September 2023, accepted as presented by Val, seconded by Tanna, carried.

Minutes: March 2024, accepted as presented by Tanna, seconded by Barry, carried.

Agenda: Accepted as presented by Karen, seconded by Barry, carried.

Old Business

Kentvale Store: research and fact finding needs to be carried out in order to obtain quotes for the exterior refurbishment. Cost, the product and whether it fits into the historical setting of the Museum are factors to be examined. Barry will take on the first steps of this process.

Bunkie: Tanna moves that the St. Joseph Island Museum Board agree to purchase the Bunkie located at 3033 Hilton Road from William (Bil) and Stella Trainor for fair market value, seconded by Dana, carried.

New Business

The Museum was approved for two students for 9 weeks, 30 hours per week at \$16.55 per hour.

The positions were advertised in The Island Clippings and closes Friday May 3rd. The next day Saturday May 4th the interview committee consisting of Lavera, Tanna and Carrie will interview the applicants.

Tanna presented the idea of creating a 5 year plan to assess all buildings and prioritize maintenance. Each asset needs a management plan to look ahead and allocate funds for maintenance. This management plan could be shared with municipalities. Tanna requested help with this project. The 5 year Management Plan Committee will consist of Tanna, Judi, Janet, Barry and Judi suggested her husband Brian Dukes may be interested in evaluating each building.

The Museum is trying to add activities for children. It was mentioned that an outdoor play kitchen/cabin would be a great addition to the site. It's a project that is taking shape and being worked on this season. Janet and Judi have volunteered to lead this project with Curator and board member help.

Correspondence

Patricia Duma of Anipich Rocks has requested to visit the Museum, she would like to create an exhibit about puddingstones. Lavera will contact her and arrange a time where she can meet with the Curator to discuss a plan.

The local 4-H Cloverbuds group will be visiting the Museum after school on Tuesday May 21st for a tour. Lavera has agreed to help carry with the tour.

2024 budget was finalized, Janet moved to accept the 2024 budget, Karen seconded, carried.

Meeting adjourned at 8:35.

Next meeting: May 27th, 2024.

HUPL-Treasurer's Report

April 2024

Chequing

Withdrawals

Deposits

01-Apr	Opening Balance		\$ 9,450.02
05-Apr	Bell	\$ 136.73	
05-Apr	CRA	\$ 209.36	
08-Apr	Algoma Power	\$ 91.83	
08-Apr	WSIB	\$ 17.57	
09-Apr	Ed Sowka-wages(March)	\$ 60.74	
09-Apr	Donna Forster-wages(March)	\$ 86.31	
10-Apr	Village of HB-Visa Purchases	\$ 387.93	
10-Apr	Kim McHale-wages(March)	\$ 1,402.34	
10-Apr	Village of HB-Visa Purchases	\$ 912.15	
24-Apr	Superior Propane	\$ 473.45	
30-Apr	NCU-service charges	\$ 3.00	

TOTAL	\$ 3,781.41	
CLOSING BALANCE		\$ 5,668.61

Donations/Savings

Withdrawals

Deposits

01-Apr	Opening Balance	\$ 4,901.84	
18-Apr	Donations		<u>\$ 220.00</u>
TOTAL			\$ 220.00
CLOSING BALANCE		\$ 5,121.84	

Reserves/Savings

Withdrawals

Deposits

01-Apr	Opening Balance	\$ 3,792.55	
CLOSING BALANCE		\$ 3,792.55	



PRESS RELEASE

For immediate release May 23, 2024

NSHN Expanding Geriatric Outpatient Services at Thessalon Site

Thessalon, ON: The North Shore Health Network (NSHN) Geriatric Team is excited to announce that services are expanding at the Thessalon Site.

Effective Thursday May 23, 2024, geriatric rehabilitation services will be available at the Thessalon Site, by appointment.

"NSHN is very pleased to be expanding services at the Thessalon site again," said Tim Vine, NSHN President & CEO.

"Offering care close to home is an important part of supporting health and wellness, and rehabilitation services like this allow older adults to live in their homes more independently for longer, reduce travel barriers to access care, and help support a vibrant community."

Referrals to access the geriatric rehabilitation services may be sent by a provider from hospital, emergency department or walk-in-clinics. Referrals by a primary care provider are preferred to ensure a collaborative approach to care. Where this is not possible, referrals to the service may be initiated by patients themselves or a family member on their behalf. All referrals will be triaged by the intake team.

Referrals should be sent through one of the following:

- Fax: 705-356-2574 ATTN: Physiotherapy Department
- Phone: 705-356-2265 ext 2480
- Email: geriatric@nshn.care
- Website: <https://www.nshn.care/geriatric-team>

For more information about the Geriatric Program, please visit our website: <https://www.nshn.care/geriatric-team>

ADDITIONAL SERVICE DESCRIPTION:

The goal of the Geriatric Consultation Service is to provide individualized recommendations for older adults with acute medical, surgical and psycho-social needs with a focus on improving outcomes, restoring independence and supporting patients' transition back to community. Also, to reduce the burden of disability of older adults by detecting and treating reversible conditions, providing optimal patient-centered care, and managing co-existing chronic conditions. The specialized geriatric team provides comprehensive assessment and treatment by various allied health professionals.

The team works in collaboration with patients, care partners, inpatient teams and community partners to manage geriatric syndromes and multiple co-existing chronic conditions and to support safe and effective care transitions. Every patient will have access to a Geriatric Assessor (GA), with Comprehensive Geriatric Assessments (CGA) to be completed as clinically required. CGAs will be completed by a GA and the geriatrician/care of the elderly physician (COE). The team initiates an appropriate treatment and follow-up plan developed as needed.

ATTACHED PHOTO DETAILS:

NSHN GEM-1) John Stevenson is the first patient to try out the new equipment for expanded geriatric rehabilitation at the Thessalon Site with the assistance of Lisa Straatsma, Registered Kinesiologist (L) and Carli King, Physiotherapy Assistant (R).

NSHN GEM-2) On Tuesday May 22, 2024 the expanded geriatric rehabilitation services at the Thessalon Site were officially opened. Pictured (L-R): Lisa Straatsma, Registered Kinesiologist, Sulabh Singh, Registered Physiotherapist and Manager of Allied Health & Geriatric Services, Tim Vine, President & CEO, Joanne Falk, Vice-Chair NSHN Patient and Family Advisory Committee, Carli King, Physiotherapy Assistant.

Media Contact:

Melanie Kubatlja, Chief Risk and Communications Officer, NSHN
mkubatlja@nshn.care



Maamwesying
ONTARIO HEALTH TEAM
Indigenous Health in Indigenous Hands



ST. JOSEPH'S
GENERAL HOSPITAL
ELLIOT LAKE

For Immediate Release

May 27, 2024

Maamwesying Ontario Health Team and St. Joseph's General Hospital Elliot Lake Sign Collaboration Agreement

Maamwesying North Shore Community Health Services Inc., as a core partner of the Maamwesying Ontario Health Team, and St. Joseph's General Hospital Elliot Lake, held a signing ceremony on May 24th, 2024, at the St. Joseph's General Hospital Cafeteria, in Elliot Lake. This agreement aims to integrate Indigenous cultural knowledge and traditional practices into the healthcare system, thereby improving access to and awareness of Indigenous Health Services available in the Northeast region.

The Maamwesying Ontario Health Team, announced in October of 2022, is dedicated to seamlessly integrating health care services for clients in the communities of Atikameksheng Anishnawbek, Sagamok Anishnawbek, Serpent River First Nation, Mississauga First Nation, Thessalon First Nation, Garden River First Nation, Batchewana First Nation, Michipicoten First Nation, Chapleau Cree First Nation, Chapleau Ojibwe First Nation, and Brunswick House First Nation, as well as the urban Indigenous population in Sault Ste. Marie.

"This partnership marks a significant step forward in our mission to create a healthcare system that truly respects and incorporates Indigenous knowledge and practices," said Carol Eshkakogan, Chief Executive Officer of Maamwesying North Shore Community Health Services Inc. and Chair of the Maamwesying Ontario Health Team Leadership Council. "By working closely with St. Joseph's General Hospital Elliot Lake, we are reinforcing our commitment to delivering culturally appropriate care and ensuring that Indigenous communities have the resources and support they need to achieve optimal health outcomes."

The collaboration between Maamwesying Ontario Health Team and St. Joseph's General Hospital Elliot Lake is driven by a vision to provide coordinated and seamless health care, ensuring optimal outcomes for Indigenous patients, clients, and communities. This collaboration aims to improve access to quality care to improve outcomes and enhance patient care that is equitable and culturally safe, while actively involving Indigenous health leaders and advisors in the planning, design, delivery, and evaluation of public health services to enhance the satisfaction and experience for patients, caregivers, and providers.

"Today marks a significant milestone as we come together in partnership with our Indigenous brothers and sisters. This collaboration with the Maamwesying Ontario Health Team is not just an agreement; it is a commitment to walk side-by-side, honouring the wisdom and traditions of Indigenous communities," stated Jeremy Stevenson, Chief Executive Officer at St. Joseph's General Hospital. He continued, "Working together as one for the well-being of all, we will strive to create a future where health equity is not an aspiration but a reality. In partnership, we will ensure that St. Joseph's General Hospital stands as a first-class healthcare centre, prioritizing the well-being of every individual, including those who are Indigenous. By building on mutual respect and shared knowledge with Maamwesying's leadership, we are laying the foundation for healthcare for generations to come."

By signing this agreement, Maamwesying Ontario Health Team and St. Joseph's General Hospital Elliot Lake are committing to work together to create culturally safe spaces within the healthcare system and support the design and delivery of health programs and services so Indigenous patients have the support they need to access the right care at the right time.

Media Contacts:

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Communications and Media Specialist
Maamwesying Ontario Health Team
grace.swain@nmninoeyaa.ca

Cory Rose
Communications and Social Media Coordinator
St. Joseph's General Hospital
crose@sjgh.ca



THE CORPORATION OF THE TOWNSHIP OF HILTON

Att. Council of Twsp. Of Hilton

Dear, St. Joseph Island Lions Club Supporter

On behalf of the entire St. Joseph Island Lions Club, I would like to thank you for your support for our Rock'n the Island Fundraiser Dance. With the support received last year and again this year it will now become an annual event. Overwhelming response by all attendees.

This FIRST annual event was to support three St. Joseph Island Libraries, (The Children's Library in Richards Landing, the Hilton Beach Union Library, and the St. Joseph Township Library), along with Two Museums, (The St. Joseph Island Museum and the Jocelyn House of History and #2, School House.)

Note, last year we raised close to \$13,000 and shared it with the Island Emergency Services. (Matthew Memorial Hospital, Jocelyn First Responders, and all three volunteer Fire departments.)

This event again brought the whole Island Community together to reconnect family and friends.

This year's response had tickets sold out within 1.25 hours. It was a wonderful surprise and with your generous support it made it much more for everyone. Would like to inform you approximately \$18,000 net was raised this year, to cascade out to those above benefiting.

It is hoped our pre and post social media postings on the "St. Joseph Island Lions Club", (check it out and like!), the St. Joseph Island Community Page, and the St. Joseph Island Business/Community page all on Facebook platform, as well as our postings and thank you ad in the St. Joseph Islands own "Island Clippings" showcases your generosity.

Sincerest regards,

On Behalf of the St. Joseph Island Lions Club and the Dance Committee,

Lion Patricia Duma

Proud to serve our community.

1217

Hilton Township Administration

From: Dale Kingsley <dale.kingsley65@gmail.com>
Sent: March 19, 2024 9:24 AM
To: Hilton Township Administration
Subject: Home Care Service (Nursing post op & wound care) Lacking

Hello,

I have heard of three patients who have recently had surgery that were told they have to drive into the Sault to get their nursing Home Care, even though the doctors ordered nursing care. Home Care was set up to keep patients out of the hospital. Now they are making vulnerable (post=op & wound) people drive when they shouldn't be. It is unknown to me who came up with this new model but it is not Home Care. Can our council please write a letter to help return Home Cares essential service back to 'in home care'? I would assume the information has to go to:

Ministry of Health Silvia Jones
College Park 5th Fir
777 Bay St,
Toronto, Ont
M7A 2I3

Kindest regards,
Dale Kingsley

Sent from my iPad

12j) i)



Township of Hilton
2983 Base Line
Hilton Beach, ON P0R 1G0

May 23, 2024

Dear Township of Hilton,

The Kensington Conservancy

Board of Directors

Officers:

President

Richard Warren

Vice President

Kathleen McFadden

Vice President

Terry Haight

Secretary

Nancy Schrank

Treasurer

Tom Dalton

Directors:

Bess Celio

Libby Haight O'Connell

Brady Irwin

Jane Karhi

Betsy Kingery

Susan Lang

Alden Meyer

Phil Murray

Staff:

Carter Dorscht

Executive Director

PO Box 127

Desbarats, Ontario

P0R 1E0

705-782-2200

www.kensingtonconservancy.org

info@kensingtonconservancy.org

Please consider The Kensington Conservancy in your estate plans and will. Visit our website to learn about how you can leave a lasting impact on local conservation.

We would like you to consider joining The Kensington Conservancy's Corporate Sponsorship program. We are a charitable land trust that aims to protect the land, water, and biodiversity of the St. Joseph Channel area.

In the last six months, we have successfully protected two new nature preserves, the Bowen Island Preserve and the Turtle Rock Preserve. Both of these are home to a wide variety of plant and wildlife species and are part of the Great Lakes Heritage Coast, one of Ontario Living Legacy's nine signature sites.

This year, we are working to incorporate climate change mitigation strategies into our conservation planning, designing expansions of our public hiking trails, and continuing our monitoring programs that focus on bats, water quality, nesting bluebirds, and wetland wildlife.

We offer three different sponsorship levels, details of which can be found on the back of this letter.

To become a sponsor, please return the included card with your payment or visit www.kensingtonconservancy.org/corporate-sponsorship to complete the transaction online.

We value the input that our community members have, so please do not hesitate to reach out to me at any time to discuss the work that we do and how you can get further involved.

Thank you for your consideration of supporting The Kensington Conservancy!

Sincerely,

Carter Dorscht
Executive Director
The Kensington Conservancy

12/11/17



Corporate Sponsorship Levels

\$500 and more

- logo in annual report
- logo on website
- social media post
- logo and contact info in membership directory
- email updates

\$250 to \$499

- logo on website
- social media post
- logo and contact info in membership directory
- email updates

\$249 and under

- logo and contact info in membership directory
- email updates

The biggest benefit of being a sponsor of The Kensington Conservancy is the sense of pride you will feel knowing that you have contributed to our conservation efforts in the St. Joseph Channel area.

THANK YOU TO OUR CURRENT SPONSORS:



Desbarats Cottage Care

Massey Acres

Snell Stone Masonry

Bruce Station Horticultural Society - Fred's Trailer Park - Don Littleton Electric
Sault Ste. Marie Horticultural Society

NAME	DESCRIPTION	AMOUNT	CHEQUE #
void	Printer issue		13909
void	Printer issue		13910
void	Printer issue		13911
Mid Month Payroll	Equipment Operator	595.33	13912
Algoma Power Inc.	Office/Rds/Fire/Milford Haven April	323.49	13913
Central Algoma Secondary School	Donation	350	13914
Bell Canada	Telephone-Office/Garage	292.63	13915
BDO Dunwoody LLP	Audit Fees	1,209.10	13916
Algoma Office Equipment	Photocopier	55.66	13917
Algoma District Services Admin Board	May Levy	27,052.50	13918
Tulloch Engineering Inc	Building Inspections/Mileage	467.82	13919
Securitas Technology M05750C	Building Alarm System	189.7	13920
St. Joseph Island Planning Board	Budget amount	3,220.00	13921
St. Joseph Island Museum	Budget amount	7,781.00	13922
void	Printer issue		13923
void	Printer issue		13924
End of Month Payroll	Equipment Operator	1,734.82	13925
Hope, Robert	Monthly Honorarium	150	13926
Wanita Barber	Cleaning Contract Work for May	120	13927
EncompassIT.ca	IT Support	235.32	13928
Federation of Canadian Municipalities	Annual Membership	252.57	13929
CANADA REVENUE AGENCY	May Source Deductions Remittance	4,319.69	13930
Island Clippings	Advertisements for Fire Chief and Tender Call	203.4	13931
Kentvale Merchants Ltd.	Gas and Shop Supplies	306.83	13932
	Total	48,859.86	

NAME	DESCRIPTION	AMOUNT	
Equitable Life Insurance	May Contributions	1,545.72	Auto withdrawl
Payroll-Mid Month		2,101.09	AFT
Payroll-End of Month		2,238.75	AFT
Janet Gordanier	Council Honorarium-April	227.00	AFT
Mike Trainor	Council Honorarium-April	165.00	AFT
		6,277.56	
GRAND TOTAL: (Cheques and Automatic Payments)		55,137.42	