

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES
Regular Meeting
April 15, 2025
7:00 p.m.

Present:

Reeve Rodney Wood

Councillor Mike Trainor
Councillor Mike Garside
Councillor Dave Leask

CAO/Clerk-Treasurer Sara Dinsdale
Deputy Treasurer Britney MacKay

Absent:

Councillor Janet Gordanier
Road Superintendent/Public Works Foreman Leonard Bringleston

The meeting was called to order at 7:02 pm.

There were no declarations of pecuniary interest.

There were no delegations.

Resolution 2025-67

Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the agenda for April 15, 2025, as presented. *CARRIED*

Resolution 2025-68

Moved: Dave Leask

Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the regular council meeting of March 20, 2025. *CARRIED*

Resolution 2025-69

Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the closed council meeting of March 20, 2025. *CARRIED*

Item 6 a): Road Superintendent Updates, was skipped due to Road Superintendent/Public Works Foreman Leonard Bringleston's absence.

Council received a memo stating that the purchase of the 12 SCBA's for the Hilton Union Fire Department had been made. The memo also stated that Hilton Township was approved for the Emergency Preparedness Grant in the amount of \$47,045.66.

2025 building permit fees collected vs costs incurred to date were reviewed.

Council reviewed the draft parking by-law and discussed the idea of removing the additional summer parking restrictions that were added and returning the by-law's restrictions to winter restrictions. Council also reviewed the draft notices that were added. The notices were created in order to notify people when they are in contravention of the parking by-law. One notice would be used to notify a vehicle owner they are parked on the road during the restricted winter months, and one notice would be used to notify a resident who is pushing snow across the road that they are in contravention of Section 181 of the Ontario Highway Act.

CORPORATION OF THE TOWNSHIP OF HILTON
MINUTES – April 15, 2025

Resolution 2025-70
Moved: Dave Leask
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to schedule a public meeting regarding the proposed amendments to the township’s parking by-law to be held on May 14, 2025.
CARRIED

Council reviewed a Clerk Report prepared by Acting Clerk/Treasurer Sara Dinsdale and Deputy Treasurer Britney MacKay regarding the CACA meeting that was held at the Bruce Station Community Hall on Thursday, March 27, 2025. The report summarized the topics discussed at the meeting and how they affect the Township of Hilton.

Council reviewed the Algoma District Services Admin Board Budget for 2025. Hilton Township’s 2025 Levy is \$336,690.00.

A letter from The Village of Hilton Beach, requesting that the council of the Township of Hilton consider re-implementing them the amount calculated by Circular Materials for the reduction in recycling costs of non-eligible items each month from April 1 to December 31, 2025. Council suggested that this matter be deferred to the next regular council meeting, after the Landfill Committee meeting, which is being held on April 16, in order to discuss it at the meeting. Council brainstormed some topics that they would be interested in seeing on the Landfill Committee meeting agenda.

The Hilton Union Library 2025 draft budget was reviewed.

Resolution 2025-71
Moved: Mike Trainor
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the draft 2025 budget presented by the Hilton Union Library. *CARRIED*

A Clerk Report was received by council regarding a training session offered by Ironside Consulting about closed meeting exceptions, procedures (minute taking and drafting) conflict of interest procedures and relevant Ombudsman investigation decisions. The training was recommended for both staff and council.

Resolution 2025-72
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON direct the Clerk to schedule a training session for council and staff with Ironside Consulting on procedures and administration of closed meetings at a cost of \$550.00 plus. *CARRIED*

Council reviewed the payment voucher for March 2025.

Resolution 2025-73
Moved: Mike Trainor
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 March 2025 in the amount of \$174,555.12 as per the attached voucher.
CARRIED

Resolution 2025-74
Moved: Mike Garside
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON move into closed session at 8:48 p.m. in accordance with:

Municipal Act section 239 (2)(b) personal matters about an identifiable individual, and (2)(d) labour relations or employee negotiations.

- 1) To receive legal advice from the township’s solicitor regarding short-term rentals and;
- 2) To review and discuss employee performance evaluations.

CORPORATION OF THE TOWNSHIP OF HILTON
MINUTES – April 15, 2025

Further, be it resolved that should the said closed session be adjourned; council may reconvene in closed session to discuss the same matters without the need for a further authorizing resolution. ***CARRIED***

Resolution 2025-75
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON returns to open session at 10:32 p.m. ***CARRIED***

Resolution 2025-76
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the legal advice provided by the township’s solicitor in closed session. ***CARRIED***

Resolution 2025-77
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to actions as discussed in closed session. ***CARRIED***

RECORDED VOTE:

	<u><i>Conflict of Interest</i></u>	<u><i>For</i></u>	<u><i>Against</i></u>
Rodney Wood	_____	X	_____
Mike Garside	_____	X	_____
Janet Gordanier (away)	_____	—	_____
Dave Leask	_____	X	_____
Mike Trainor	_____	X	_____

Resolution 2025-78
Moved: Dave Leask
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree that the Clerk shall provide to the Deputy Treasurer, the performance evaluation feedback as discussed in closed session. ***CARRIED***

Resolution 2025-79
Moved: Mike Trainor
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the Clerk’s report and employment contract between Sara Dinsdale and the Township of Hilton supporting the appointment from Acting Clerk-Treasurer to CAO/Clerk-Treasurer, as presented in closed session. ***CARRIED***

Resolution 2025-80
Moved: Mike Garside
Seconded: Dave Leask

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. 1455-25, being a by-law to appoint a CAO/Clerk-Treasurer. ***CARRIED***

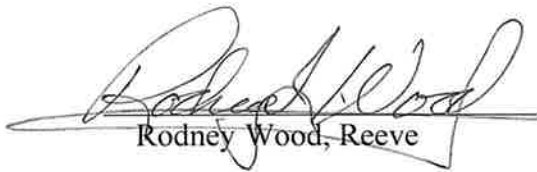
CORPORATION OF THE TOWNSHIP OF HILTON
MINUTES – April 15, 2025

Resolution 2025-81
Moved: Mike Garside
Seconded: Dave Leask

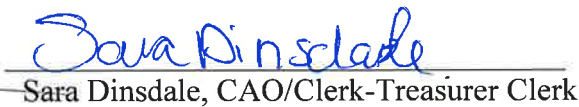
BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does pass by-law no. 1456-25, being a by-law to confirm the proceedings of this meeting. *CARRIED*

Resolution 2025-82
Moved: Mike Garside
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adjourn at 10:45 p.m. Council to meet again at the Hilton Township Municipal office on May 14, 2025, at 7:00 pm or at the call of the Reeve. *CARRIED*



Rodney Wood, Reeve



Sara Dinsdale, CAO/Clerk-Treasurer Clerk