

THE CORPORATION OF THE TOWNSHIP OF HILTON

A G E N D A

Regular Meeting of Council

October 8, 2025 – 7:00 pm

Council Chamber - Hilton Township Municipal Building

[Click Here to Join the Meeting](#)

Meeting ID: 280 194 598 149 4

Passcode: gY6oD7rd

1. Call to Order
2. Declarations of Pecuniary Interest
3. Motion to Accept Agenda as presented
4. Delegations:
 - a) Mr. Robert Peace, Rock Networks/Pomegran to provide an update on the “Fibre-to-Home” project in the community.
 - b) Mr. Dan Hayes-Sheen to discuss the application for a zoning change that was submitted in 2024 as Council would like to re-visit the topic.
5. Approval of Minutes
 - a) Regular Meeting of July 9, 2025-deferred from previous meetings
 - b) Closed Meeting of July 9, 2025-deferred from previous meetings
 - c) Regular Meeting of September 10, 2025
 - d) Closed Meeting of September 10, 2025
6. Roads
 - a) Road Superintendent updates
 - b) Vandalism at Twin Lakes Park
7. Fire/Emergency Management
 - a) Memo regarding next Fire Board meeting, Fire Protection Grant Application, CEMC Meeting
 - b) Clerk Report re fundraising
8. Building/By-Law Enforcement:
 - a) Tulloch Invoices costs vs fees
9. Planning:
 - a) Letter sent to the Planning Board Sept 11, re Consent to Sever Application #6/24
 - b) Response received from the Planning Board October 6 re Consent to Sever Application #6/24
 - c) Cash in Lieu of Parkland Calculation for Consent to Sever Application #6/24
 - d) Application for a Site Specific Zoning Change #6/24
10. Cemetery:
 - a) Complaint received regarding gates at cemetery
11. Administration:
 - a) Landfill:
 - i) Review draft minutes of September 24, 2025-to be approved at next landfill meeting
 - ii) Request for approval of items listed in minutes: sale of tipping tickets, free dump day, sticker colour change
 - iii) Recycling: Letter from Village of Hilton Beach-deferred from previous meetings
 - iv) Reports of Hilton Township’s portion of non-eligible material

12. Correspondence:

- a) Letter from the Solicitor General regarding Ontario Provincial Police cost recovery model
- b) Hallowe'en at Hilton Township Office

13. Expenditures:

- a) September 2025 Payment Voucher

14. Move to closed meeting:

Council will enter into closed session in accordance with the provisions of the *Municipal Act*,
Section 239 (2)(e) Litigation or Potential Litigation

15. Return to open meeting

16. Confirmatory By-law

17. Adjourn

THE CORPORATION OF THE TOWNSHIP OF HILTON

APPLICATION FOR A ZONING CHANGE

NOTE: The attached guide should be read before completing this application.

1. APPLICANT AND OWNER

(a) APPLICANT Dan Hayes-Shaw 705 971-1691
 Name Phone
35 24 Hamilton drive
 Address

I certify that, to the best of my knowledge and belief, the particulars given in the following application are correct. I hereby apply, in accordance with the provisions of The Planning Act, for the change of zoning described in this application. In addition to the fee payable on the filing of this application, I hereby undertake and agree to reimburse the Township or Hilton for all reasonable expenses, fees or charges properly incurred by it in the processing of this application to finality.

Dan Hayes-Shaw 09 05 2024
 Signature of Applicant Date

(b) OWNER Dan Hayes-Shaw
 Name
35 24 Hamilton drive
 Address

Phone: 705 9711691 Email: dan@dyc Property; PS. Com

I, the owner of the subject property, hereby endorse the application.

Dan Hayes-Shaw 09 05 2024
 Owner's signature Date

2. AGENTS

SOLICITOR (if any) _____
 Name

 Address

Phone: _____ Email: _____

Other (Architect/Engineer/Planning Consultant/Etc.)

 Name

 Phone

Phone: _____ Email: _____

3. LOCATION AND DESCRIPTION OF THE LAND

Concession No. 3524 Lot(s) 20
 Registered Plan No. H-597 Lot(s) _____
 Street Hamilton drive Side _____

4. REQUESTED CHANGE IN ZONING AND APPROPRIATE AMENDMENT TO THE OFFICIAL PLAN

- (a) Existing Provisions of By-laws affecting lands (specify paragraphs)

4.1.2.1 d)

See Attached Highlighted page

- (b) Requested zone change - specify fully

Allow For No minimum set back
Requirement

- (c) Is an amendment to the Official Plan required?
 Yes _____ No _____

If the answer to (c) above is "Yes" what is the required change? Specify fully.

5. LAND USE

- (a) Existing use of the land Home Residence
 (b) Proposed use of the lands and/or buildings _____
Home Residence

6. REASONS FOR REQUESTING THE AMENDMENT

Complete as fully as possible using extra paper as required

Please see attached

specifically permitted by this By-law.

4.1.2 Provisions for detached accessory buildings and structures in the SR, LSR, R1, R2 and RU Zones

4.1.2.1 Permitted locations for detached accessory buildings and structures

Unless otherwise specified in this By-law, detached *accessory buildings and structures*, except pump houses and boat docks, shall:

- a) Not be located in the *front yard*.
Notwithstanding this provision, a detached *private garage* is permitted in the *front yard* of a lot that abuts a shoreline provided it is set back a minimum distance equal to the required *front yard* for the *main building* from the *front lot line*.
- b) Be set back a minimum distance of 2.0 metres (6.5 ft.) from the *rear lot line*.
- c) Be set back a minimum distance equal to the required *exterior side yard* for the *main building* from the *exterior side lot line*.
- d) Be set back a minimum distance of 2.0 metres (6.5 ft.) from the *interior side lot line*. Notwithstanding this provision, a detached *accessory building* may share a common wall with another detached *accessory building* on an abutting lot and no setback from the *interior side lot line* is required on that side of the lot.
- e) Notwithstanding items a) to d), where a lot abuts a shoreline or a shoreline road allowance, Section 4.21.1 shall apply.

4.1.2.2 Maximum height

The maximum *height* of any detached *accessory building or structure* shall be 5.0 metres (16.5 feet). This provision shall not apply to accessory structures in the RU Zone.

4.1.2.3 Permitted locations for agricultural buildings on lots in the RU Zone with an area greater than 4 hectares

Notwithstanding Section 4.1.2.1 (a), on lots in the RU Zone with an area greater than 4 hectares (9.9 acres) *agricultural buildings*

Reason for requesting the amendment

Garage was built in error with approximately one inch of foundation on neighbor property.

The Garage was built three years ago and I believed I knew where the property line was. I had located the front stake and worked off of that. This was done in error.

This spring 2024 my neighbor had a survey conducted and informed me of the error on my part. This was the first I had heard of any concern on their part that the property line was in question. I also had never had any concerns until this time that a mistake may have been made.

I at that time apologized and stated that if I was in the wrong I would attempt to make it right. I offered to pay for half of their survey and received no response. I offered to purchase a small piece of their lot to correct the issue (approximately 100 square feet) and pay for any costs associated. They responded that they would consider my offer .

I was advised by my lawyer to order my own survey and I did.

In the meantime neighbors called asking what I planned to do, I again suggested purchasing a small piece of their property and they asked how much I was willing to pay. I stated I could do some research contacting a realtor and appraiser to determine a fair value . At that point they stated that considering what they thought I spent to build the garage they wanted \$35000 plus I pay all costs.

At that point I realized that any hope of a reasonable resolution between neighbors was not likely.

I did speak to a local realtor and an appraiser and both felt that it was not prudent to do a formal appraisal on such a small piece of property located on the lot where it is. Both parties indicated that the true value was minimal and anything paid would be mostly good will and not reflect a true value.

I received my survey and it was confirmed the the corner of the garage is on the line.(please see attached sketch from Tulloch)

I can remove the part of the garage that is on the line with cosmetic renovation and no structural effect. I am willing to do this to negate any negative effects on my neighbors property.

The need for the change to the minimum setback would be to allow the garage to stay at the edge of the property line.

This is the best solution I can come up with that doesn't involve massive structural changes to my garage or being potentially taken advantage of by my neighbors.

Thank you

Dan Hayes-Sheen

7. SUPPORTING INFORMATION REQUESTED

- (a) Sketch of Illustration or Survey Plan showing:
 - i. Applicant's/Owner's total holdings in the area.
 - ii. Lands which are the subject of the proposed amendment.
 - iii. The location, size and use of all existing buildings or structures on the subject lands and on immediately adjacent properties.
- (b) Site Plan showing:
 - i. Proposed buildings or structures together with height, size, setbacks and exterior design.
 - ii. Ingress/egress, parking, unloading and driveway areas.
 - iii. Landscaping including fencing and buffers.
- (c) The applicant is requested to submit any further information which may affect this proposal.

8. If this application is approved by Council, and the Ontario Land Tribunal where applicable, within what period will:

- (a) Use of the lands and/or structures commence for the purposes outlined in this application?

Existing already

- (b) Construction of any proposed buildings be completed?

Building adjustments to be made asap
to remove from neighbour's property



Planners | Surveyors | Biologists | Engineers

Aug 12, 2024
Project No. 242655

Dan Hayes-Sheen
3524 Hamilton Drive, Hilton beach
ON, P0R 1G0

**RE: Survey Services for Boundary Stakeout (North & East Limit) – 3524 Hamilton Drive, Lot 20, Plan H597,
PIN 31421-0777**

Dear Dan,

In accordance with your instructions, we are pleased to confirm completion of the field and office involvement essential in completing a Boundary Stakeout for the above properties.

Throughout the project, information was obtained from historical records within our office and local surveyors offices, as well as title documentation held in the local Land Registry Office.

During the course of our field survey investigations on August 1st, 2024, sufficient survey evidence was located and verified to be in their original positions to delineate the boundaries of the subject property.

Survey monuments were found along the Westerly limit of the subject lands, East of the Southeast corner of the subject lands, West and East of the Northeast corner of the subject lands. Rebar previously planted was also found to be on-line relative to your Easterly limit. Survey monuments were planted along the Easterly limit on either side of the Northeast garage corner 9.85m and 13.64 respectively, North of the Southeast corner of the above property along the East limit of the above property.

Note that the Northeasterly garage corner was found to East of the East limit of the subject lands. Specifically:

- the Eaves were found to be 0.85m East
- the Siding was found to be 0.08m East
- the Foundation was found to be 0.02m East

The said boundary survey has been completed in accordance with the Surveys Act, the Surveyors Act, and the regulations made under them.

Thank you for the opportunity to provide you with this service, and should you have any questions or require any additional information, please do not hesitate to contact us.

Sincerely yours,

Kevin H. Brown, O.L.S., B. Eng
Project Manager

MINUTES
Regular Meeting
July 9, 2025
6:00 p.m.

Present:

Reeve Rodney Wood
Councillor Dave Leask
Councillor Janet Gordanier

CAO/Clerk-Treasurer Sara Dinsdale

Absent:

Councillor Mike Garside
Councillor Mike Trainor

The meeting was called to order at 6:00 pm.

There were no declarations of pecuniary interest.

Resolution 2025-143
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the agenda for July 9, 2025, as presented. *CARRIED*

Resolution 2025-144
Moved: Dave Leask
Seconded: Janet Gordanier

Resolved that this Council move into closed session at 6:03 p.m. in accordance with:

Municipal Act section 239 (2)(d) labour relations or employee negotiations to receive information regarding pay equity and employee compensation.

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 2025-145
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON returns to open session at 6:47 p.m. *CARRIED*

Deputy Treasurer, Britney MacKay and Road Superintendent/Public Works Foreman, Dan See joined the meeting

Resolution 2025-146
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the new Pay Equity Plan presented in closed session. *CARRIED*

Resolution 2025-147
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adopt the 7 level wage scale reflecting the job values and pay equity adjustments according to the Township's new pay equity plan. *CARRIED*

CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES – July 22, 2025

Resolution 2025-148

Moved: Dave Leask

Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the regular council meeting of June 11, 2025. *CARRIED*

Resolution 2025-149

Moved: Janet Gordanier

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the closed council meeting of June 11, 2025. *CARRIED*

Resolution 2025-150

Moved: Dave Leask

Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON give first, second and third and final reading and pass by-law No. 1462-25; being a by-law to appoint Daniel See as Road Superintendent/Public Works Foreman in the Township of Hilton in the District of Algoma for a probationary period. *CARRIED*

Mr. Dan See, Road Superintendent/Public Works Foreman provided the below roads update:

- Getting caught up with some cold patching
- Spoke to Rock Networks to request all the permission requests pertaining to the installation of fiberoptics throughout the township, in order to review them
- Beamish Construction Inc. has been in touch regarding the surface treatment of Trainors Side Road and the parking lot. They are planning to start the project during the week of July 14, 2025.
- The P Line will receive a calcium application once the rain stops
- Maintenance on the dump truck has been done. It was difficult to locate the grease lines that were previously cut off but will continue to look.
- The two dead trees are currently being removed at the cemetery by Island Arboriculture.

There was a discussion regarding the Sand Structure project. Council asked if the preliminary engineered drawings that were provided by Norquay Engineering were updated to include buttresses along the back and sides, as well as the floor. The Clerk confirmed that they were updated and that the Request for Quotes has been advertised with a closing date of July 31, 2025, at 4:00 pm.

Council reviewed the notices created for the Roads Department. The first is a notice that will be given by the Roads Superintendent when the clearing of snow from a driveway across the road has occurred, in contravention of Section 181 of the Ontario Highway Act. The other is a notice of contravention of the snow removal parking by-law #1452-25.

A letter from the Ministry of Emergency Preparedness and Response was received by Council that stated that Hilton Township has satisfied all thirteen (13) program elements required under the EMCPA 2024.

Council reviewed the Tulloch Invoices costs vs fees summary to date.

The Clerk presented a memo regarding the Cemetery Clean-Up that took place on Saturday, July 5, 2025, from 10 am to 12 pm. The memo stated that many areas were filled in with dirt, leaves were raked up and removed, dead tree branches were removed, garbage was picked up, and many unsafe and fallen headstones were assessed for future repair. The Township would like to thank: Dan See, Judith See, Charlie See, Sara Dinsdale, Adam Dinsdale, Graham Kent, Mike Trainor, Britney MacKay, Rob MacKay, Maggie MacKay, and Murray Mackay for volunteering their time and effort to clean up the Grace United Cemetery.

Council received a Clerk Report regarding the costs of offering to pay for full casket burials in a neighbouring cemetery to those who have proven interment rights in the Grace United Cemetery and do not wish to be cremated. Council discussed how the added cost would affect the Municipal budget and taxation for the Township's ratepayers and agreed that it was not a service that the Township could offer at this time. Council noted that the additional costs would not be fair to the Township's ratepayers as many interment rights holders reside outside of Hilton Township.

Council reviewed the Township's Hiring Policy with amendments to reflect more current procedures and to include the new Personnel Committee responsibilities.

CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES – July 22, 2025

Resolution 2025-151

Moved: Janet Gordanier

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. 1463-25; being a by-law to adopt a policy for the hiring of employees for the Corporation of the Township of Hilton. *CARRIED*

Council reviewed the amended Personnel Committee roles and responsibilities that were discussed at the regular meeting of June 18, 2025. The appointment of one more Council member was discussed in order not to limit the committee to only two Council members.

Resolution 2025-152

Moved: Dave Leask

Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to appoint Councillor David Leask, in addition to Councillor Mike Trainor and Councillor Mike Garside as members of the Township's Personnel Committee. Furthermore, the remainder of Council shall be appointed as alternate members. *CARRIED*

Resolution 2025-153

Moved: Janet Gordanier

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to schedule a Personnel Committee meeting on July 15th, 2025, at 4:00 pm to discuss an employee performance review. *CARRIED*

The draft 2025 Municipal Budget was reviewed and a Clerk Report with an explanation of budget items and the tax levy was received and discussed. A tax rate increase of 8.44% was presented. This increase would still allow the township to contribute to the reserve funds with a lesser amount than the Township annually contributes, plus a contribution to the new Integrity Commissioner/Legal Reserve Fund. The second option presented was to increase the tax rate by 10%, which would allow the Township to contribute the same annual amount to the reserve funds, plus a contribution to the new Integrity Commissioner/Legal Reserve Fund.

Resolution 2025-154

Moved: Dave Leask

Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON accept the Draft 2025 Budget with the total revenue of \$1,747,229.77. A public meeting will be held on August 13, 2025, in order to provide an opportunity for the public to comment, prior to adopting the 2025 budget. *CARRIED*

A discussion regarding the landfill took place. The current by-Law # 575 and Agreement between the Village of Hilton Beach and the Township of Hilton along with correspondence from 2008 & 2009 regarding operating costs and agreement negotiations were reviewed. Council summarized that according to the correspondence, there was not a new agreement put in place; therefore, the current agreement associated with by-law 575, that states a 50/50 split of costs should be in effect. Council worked together to create a summary of the percentage of the usage between the Village of Hilton Beach and the Township of Hilton in order to compare it with the Village of Hilton Beach at the next landfill meeting. Council discussed that they would like to move forward in creating a new agreement with the Village that includes a reasonable percentage split of costs.

A letter that was received by the Township of Hilton in April from The Village of Hilton Beach, that had been deferred from previous meetings with a request to re-imburse the Village for recycling costs. This topic was deferred again, until it can be addressed at the next landfill meeting.

Council reviewed a letter that the Village of Hilton Beach sent to all business owners that currently have a contract and a key to access the landfill. The letter stated that all contracts will be cancelled by July 25, 2025, and access will be allowed on regular scheduled days and hours.

Council received a report prepared by Deputy Treasurer, Britney MacKay, regarding tax arrears. The report explained that since a tax arrears notice was distributed in May 2025, to all property owners with interest accruing on their property tax accounts, the Township now only has 44 properties that remain in arrears out of the initial 81.

CORPORATION OF THE TOWNSHIP OF HILTON
MINUTES - July 22, 2025

There are currently three (3) properties that are in arrears for 3 plus years. Ms. Mackay's report included information on how to proceed with the tax sale process on these properties.

Resolution 2025-155
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the Tax Sale Process through Realtax for properties in tax arrears for 3 plus years. *CARRIED*

Council received correspondence received from the St. Joseph Island Pioneer Museum regarding the Children's Fall Fair. The fair will take place at the St. Joseph Island Museum located at the corner of 1 Line and 20th Side Road on Tuesday, August 16th, 2025. For more information, the Museum can be contacted at 705-246-2672.

Council discussed a request that was received by the Dr. Trefry Centre, stating that they are looking for a representative to add to their advisory committee. The committee typically meets monthly (with the exception of August) on the second Monday of the month. Topics include programming and information that might be shared between the municipalities and local social groups. Any resident of the Township of Hilton that would be interested in joining the Dr. Trefry Advisory Committee may contact the Municipal office at 705-246-2472 or by email at admin@hiltontownship.ca.

Council reviewed the June 2025 Payment Voucher.

Resolution 2025-156
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the payment of Township bills for the month of June 2025 in the amount of \$132,840.42 as per the attached voucher. *CARRIED*

Resolution 2025-157
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does pass by-law no. 1464-25, being a by-law to confirm the proceedings of this meeting. *CARRIED*

Resolution 2025-158
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adjourn at 9:38 p.m. Council to meet again at the Hilton Township Municipal office on Wednesday, August 13, 2025, at 7:00 pm or at the call of the Reeve. *CARRIED*

Rodney Wood, Reeve

Sara Dinsdale, CAO/Clerk-Treasurer Clerk

MINUTES

Regular Meeting

September 10, 2025

7:00 p.m.

Present:

Reeve Rodney Wood
Councillor Dave Leask
Councillor Mike Garside
Councillor Mike Trainor
CAO/Clerk-Treasurer Sara Dinsdale
Road Superintendent/Public Works Foreman Dan See
Deputy Clerk-Treasurer Britney MacKay

Absent: Councillor Janet Gordanier

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

There were no declarations of pecuniary interest

Resolution 2025-177

Moved: Mike Trainor

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the agenda for September 10, 2025, with the addendum, with the understanding that the closed session will be moved to after item #6, as a result of a request from a Councillor. *CARRIED*

There were no delegations.

The approval of minutes from the regular and closed meetings held on July 9, 2025 was deferred again to the next meeting due to Council attendance.

Resolution 2025-178

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 August 13, 2025. *CARRIED*

Resolution 2025-179

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 August 13, 2025. *CARRIED*

Resolution 2025-180

Moved: Mike Trainor

Seconded: Dave Leask

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

Mr. Dan See, Road Superintendent/Public Works Foreman provided the below roads update:

- The department has been working on grass cutting at intersections
- The Sand Structure Project is expected to start on Monday, September 15, 2025

Council complimented the grass cutting and roads.

CORPORATION OF THE TOWNSHIP OF HILTON
MINUTES – September 10, 2025

Council decided to continue with the original order of the agenda rather than move into closed as per the request made.

Council received a memo explaining that first aid/CPR training took place and an update of what the Fire Protection Grant funded. The grant provided the Hilton Union Fire Department the ability to purchase cancer prevention items including decontamination wipes, particle blocking hoods, SCBA face pieces with storage bags and gloves.

Council reviewed the Building Permit costs vs. fees summary.

Council received and discussed a Clerk report regarding Consent Application #6/24-Part of Lot 15, Concession 7. The report included reference to sections 4.1, and 4.16 of the Township's Zoning By-Law #1025-11 as well as sections E3, and E3.2 of the St. Joseph Island Official Plan. The report explained that once the severance is completed, it will create a situation of non-conformity by removing the portion of land that contains a primary structure. The change alters the portion that will retain the accessory structure as it will be located on an otherwise vacant lot with no primary structure. Council also commented that when Consent to Sever Applications are submitted, they typically require a clear indication of where any structures are located on the sketch of the property that is provided with the application; however, this application is missing this info. It was noted that this information was included on page 2 of the application; however, The Planning Board perhaps missed this when it was reviewed at their August 19, 2024 meeting, as well as Council of the Township of Hilton when they reviewed it during the regular meeting held on August 14, 2024.

The below options were discussed and considered by Council:

- Option 1: Consider the lot in contravention of the zoning by-law and require that a zoning by-law amendment be applied for to allow for an accessory structure on a vacant parcel of land. Request that the Planning Board revisit their conditional approval and delay final approval of the consent until a zoning amendment has been approved
- Option 2: Allow the severance to proceed as-is with no zoning amendment required/lot considered legal non-conforming
- Option 3: Request that the applicant remove his consent to sever application

Resolution 2025-181

Moved: Dave Leask

Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does consider the portion that will be retained during the severance of the west ½ of lot 7, Concession 15 as indicated in Consent Application #6/24 to be in contravention of zoning by-law #1025-11;

THEREFORE, Council directs the CAO/Clerk-Treasurer to prepare correspondence to the applicant requesting that the consent to sever application be withdrawn;

AND THEREFORE, the applicant may re-submit a Consent to Sever application that follows the regulations of the Township's Zoning By-Law and remains consistent with the original intent of the St. Joseph Island Official Plan. *CARRIED*

Council received the calculation amount for the cash-in-lieu of parkland condition set out in the Consent to Sever Application #6/24; however, decided that discussing it wasn't necessary considering their request for the applicant to withdraw the application.

An Email from Mr. Mike Jagger from the St. Joseph Island Planning Board was reviewed by Council. The email stated that the new Official Plan has been approved by the province effective September 5, 2025, subject to 38 modifications. The modifications will be discussed at the next Planning Board meeting to be held on September 22, 2025.

Council received a memo regarding unsafe cemetery lots in the Grace United Cemetery. The memo stated that due to safety concerns, many headstones and areas in the cemetery have been taped off that the Public Works Department is planning to work on making these unsafe areas safer during the upcoming fall months.

Council discussed that many rate payers have mentioned how they would like to see more upkeep and maintenance occur in the Grace United Cemetery. It was discussed that there are very little funds available for the operating expenses that the Grace United Cemetery sustains for upkeep and maintenance and that there is no revenue to accommodate some of the expenses. Council suggested that the next newsletter could include a reminder to the public that the Township accepts donations for the upkeep and maintenance of the Grace United Cemetery.

Council reviewed the 2024 audit report received by BDO Canada LLP.

A break took place between 8:00 pm to 8:10 pm.

When Council returned to the meeting, landfill topics were discussed. Council made suggestions of topics to be included in the joint Council Landfill meeting that will be held on September 24, 2025 between the Council of the Township of Hilton and the Council of the Village of Hilton Beach.

A letter received from the Ministry of Environment, Conservation and Parks regarding updates to their Compliance Policy-Potential for Low-Risk Incident Referrals to Municipalities was reviewed. The letter indicated that as of June 4, 2025, a decision was made to *“allow the ministry to focus on higher-risk events such as spills that could harm human health, while referring low-risk incidents that do not impact human health or the environment such as construction noise, via referral to more appropriate regulatory authorities, including municipalities”* was made.

Council reviewed a request that was received from the Horticultural Society/Lost Apple Project. The request was to plant apple trees on municipal property; possibly at the Municipal Township Office, at Big Point Park, the W Line Property, etc. The information stated that the apple trees would need to be protected by the township until they’re big enough to survive the deer. Council requested the CAO/Clerk-Treasurer to request some more information before committing. The information requested included:

- 1) Who would be responsible for maintaining and caring for them?
- 2) You mentioned that the Township would need to protect them until they can survive the deer; does this mean that the expectation is for the Township to provide fencing if needed, and labour/time?
- 3) What happens if they get destroyed, or the deer do get at them?
- 4) Who would be responsible for cleaning up the fallen apples?
- 5) Are there any other expectations required of the Township?

Resolution 2025-182
Moved: Dave Leask
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the payment of Township bills for the month of August 2025 in the amount of \$237,808.81 as per the attached voucher.
CARRIED

Resolution 2025-183
Moved: Mike Trainor
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does move into closed session at 8:43 pm in accordance with:

Municipal Act section 239 (2) (d) Labour Relations or Employee Negotiations and Section 239 (2)(e) Litigation of Potential Litigation.

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*

CORPORATION OF THE TOWNSHIP OF HILTON
MINUTES – September 10, 2025

Resolution 2025-184
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON returns to open session at 9:15 pm.
CARRIED

Resolution 2025-185
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON regrettably accepts the resignation of the Township’s Office Cleaner Contractor. *CARRIED*

Resolution 2025-186
Moved: Mike Trainor
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does pass by-law No. 1471-25; being a by-law to confirm the proceedings of this meeting. *CARRIED*

Resolution 2025-187
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adjourn at 9:22 p.m. Council to meet again at the Hilton Township Municipal office on Wednesday, October 8, 2025, at 7:00 pm or at the call of the Reeve. *CARRIED*

Rodney Wood, Reeve

Sara Dinsdale, CAO/Clerk-Treasurer Clerk

6)b.)





7a)

Memo

Meeting Date: October 8, 2025

Subject: **Next Fire Board Meeting**
Protection Grant 2025/2026
CEMC Meeting

Regular Council Meeting

Prepared by: Sara Dinsdale, CAO/Clerk-Treasurer

Next Fire Board Meeting

The regular Fire Board meeting that was scheduled for September 17, 2025, was cancelled due to quorum. Fire Board members agreed that scheduling the next meeting on Wednesday, November 26 and cancelling the regular scheduled meeting on December 17, 2025, would be best.

Fire Protection Grant 2025/2026

An application has been submitted for the 2025/2026 Fire Protection Grant in the amount of \$16,000.00. Upon approval of this grant, the funding will support the purchase of the new bunker gear already ordered in 2025, as well as back-up bunker gear to be purchased in early 2026. Back-up bunker gear is essential to have available during cleaning or repair of the primary bunker gear.

CEMC Meeting

Reminder that this year's CEMC meeting will be held at the Municipal Township office on Wednesday, October 29, 2025, at 6:00 pm. The attendance of Reeve Rodney Wood, Road Superintendent/Public Works Foreman Dan See, Fire Chief Robert Hope, and committee members Sara Dinsdale and Mike Garside are required to attend.



7b)

Clerk Report: 2025-10-08-01

Meeting Date: October 8, 2025

Subject: **Fundraising Committee**

Regular Council Meeting

Prepared by: CAO/Clerk-Treasurer Sara Dinsdale

Fire Chief Bob Hope has recommended that fundraising may assist in funding the purchase of Fire Vehicles that are soon to be retired.

I am recommending that Council consider a Fire Department Fundraising Committee. The committee could be composed of four members (plus two alternates) from the Hilton Union Fire Board, the Fire Chief, Secretary/Treasurer, and two or four community members that would like to volunteer to be on the committee.

An advertisement in the Island Clippings and on the Township Website could be created in order to seek interested community members.

The Fire Chief's attendance would be necessary to provide important information regarding the needs of the Hilton Union Fire Department.

A Secretary/Treasurer would be appointed to record meeting minutes, prepare agendas, and manage administrative tasks for the committee. This position would oversee the fundraising budget, track income and expenses and report on financial progress. Ms. Britney MacKay, Deputy Clerk-Treasurer, has volunteered to take on this position.

A chairperson will be appointed at the first meeting.

This is a standing committee that will remain a permanent committee as fundraising for the fire department requires continuous attention. Members will be appointed for a term to run concurrently with the terms of the appointing Councillors. The committee will be responsible for managing and coordinating efforts to generate funds. Its core functions include planning fundraising events, seeking corporate sponsors and donors, overseeing fundraising campaign progress and financial aspects to achieve the financial goals.

The Secretary/Treasurer of the fundraising committee would present their strategy to Council for approval prior to starting fundraising activities in order to demonstrate accountability and transparency and to ensure alignment with policies, and legitimate use of funds.

Meeting cadence could be determined at the first meeting.

Upon approval of the organization of the Fundraising Committee, CAO/Clerk-Treasurer will prepare correspondence to the Village of Hilton Beach with a request for Councillor Volunteers and an advertisement will be posted with a request for community volunteers. A Fundraising Committee procedural by-law will be created for Council's approval.

8) a)

2025 Building Permit Fees Collected vs Costs Incurred (re: Tulloch Services)
--

	<i>a/c 480100</i>	<i>a/c 525600</i>	<i>a/c 525610</i>	
Month	Permit Fees Collected	Invoice Time Based	Invoice Mileage	Difference
January		594.56	72.60	667.16
February		46.81		46.81
March		70.21		70.21
April	604.00	351.07		-252.93
May		1,755.36	376.81	2,132.17
June	1,680.00	1,053.22	210.85	-415.93
July	4,800.00	1,497.91	259.28	-3,042.81
August	547.20	795.76	112.55	361.11
September	3,897.40			-3,897.40
October	768.00			-768.00
November				0.00
December				0.00
	12,296.60	6,164.90	1,032.09	-5,099.61

Actual Net Cost to date 2025

7,196.99
Total Inspection and Mileage Costs

Historical FYI:			Actual Annual Cost:
2025	12,296.60	7,196.99	-5,099.61
2024	7,247.00	11,559.00	4,435.03
2023	7,730.00	19,089.46	11,359.46
2022	5,695.00	13,131.71	7,436.71
2021	4,186.00	10,898.45	6,712.45
2020	3,885.00	13,951.98	10,066.98
2019	4,075.00	11,833.02	7,758.02
2018	2,420.00	6,269.23	3,849.23
2017	2,075.00	8,716.38	6,641.38
2016	1,570.00	4,165.25	2,595.25
2015	1,800.00	6,484.63	4,684.63
2014	2,325.00	7,436.83	5,111.83
2013	1,120.00	7,167.71	6,047.71



CORPORATION OF THE TOWNSHIP OF HILTON

2983 BASE LINE, HILTON BEACH, ONTARIO P0R 1G0

Phone (705) 246-2472

Fax (705) 246-0132

Email: admin@hiltontownship.ca

Website: hiltontownship.ca

September 11, 2025

Delivered via: Email

Mr. Michael Jagger, Secretary-Treasurer
St. Joseph Island Planning Board
P.O. Box 290
Richards Landin, Ontario P0R 1J0

RE: Consent to Sever Application #6/24 - Part of Lot 15, Concession 7

Dear Mr. Jagger:

At the regular meeting held on September 10, 2025, the Council of the Township of Hilton reviewed the Consent to Sever Application #6/24, that was submitted by Mr. Michael Jagger and Ms. Andrea Jagger and considers this severance to be in contravention of the Township's Zoning By-Law #1025-11, Section 4.1, *Accessory Buildings, Structures and Uses*, and Section 4.16: *Non-Conforming Uses*. Please also refer to The Official Plan, *Section E3, Non-Conforming/Non-Complying Uses*, and *Section E3.2: Non-Complying Lots*.

According to the details listed on page two (2) of the Consent to Sever Application, after the severance occurs, a recreational dwelling will remain on the portion to be severed and a storage garage will remain on the portion to be retained. Prior to the severance, both of these structures meet the regulations of the Township's Zoning by-law. The severance creates a situation of non-conformity with the zoning by-law, by removing the portion of land that contains the cottage. That change alters the portion that will retain the accessory structure as it will now be located on an otherwise vacant lot with no primary use. This doesn't appear to meet the definition of legal non-conforming, since the lots would have had to exist in that form at the time the zoning by-law was passed in 2011. Instead, it creates a contravention of the by-law and does not appear to follow the original intent of the Official Plan.



CORPORATION OF THE TOWNSHIP OF HILTON

2983 BASE LINE, HILTON BEACH, ONTARIO P0R 1G0

Phone (705) 246-2472

Fax (705) 246-0132

Email: admin@hiltontownship.ca

Website: hiltontownship.ca

Although the deadline to appeal this severance with the Ontario Land Tribunal has passed, the severance has not been completed and the 5% cash in lieu of parkland purposes has not been paid. Therefore, The Council of the Township of Hilton is requesting that Mr. Michael Jagger and Ms. Andrea Jagger withdraw their Consent to Sever Application #6/24. The applicant may re-submit an application that follows the regulations of the Township's Zoning By-Law and remains consistent with the original intent of the St. Joseph lalsnd Official Plan.

The Council of the Township of Hilton thanks you for your consideration in this matter and looks forward to your reply.

Thank you.

Sara Dinsdale
CAO/Clerk-Treasurer

9/b)

October 6, 2025

Council for the Township of Hilton
C/O Sara Dinsdale, CAO/Clerk-Treasurer
Corporation of the Township of Hilton
2983 Base Line
Hilton Beach, ON P0R 1G0

Dear Sara,

The Planning Board received your letter regarding Consent Application No. 6/24 at its September 22, 2025 meeting. Discussion of the matter was deferred until the Board's next meeting on November 17, 2025. The Board has asked that I report back to them at that time regarding your request.

As you are aware, Consent Application No. 6/24 permitted the severance of one new lot from the west half of Lot 7, Concession 15, Township of Hilton. The retained lands (the remainder of the west half of Lot 7, Concession 15) consist of two parts connected by a right-of-way. The application was provisionally approved by the Planning Board on August 19, 2024, with the appeal period expiring on September 11, 2024. The conditions of approval required that:

1. All property taxes against the property be paid in full;
2. Five percent (5%) of the subject lands be conveyed to the municipality, or cash in lieu thereof if requested; and
3. The parties acknowledge in writing that they are aware that development on the shoreline parcels being severed or retained may be restricted pending site plan control.

There was no condition placed on the requirement of a survey, which should have been included. However, it has been confirmed that one was completed and registered. I have attached a copy of that for your reference. There were no comments or objections received from the Township of Hilton during the notice period for the application. While not all conditions have been satisfied, the consent approval remains valid and binding. Under the Planning Act, once the appeal period has expired, the Board does not have authority to withdraw or cancel an approval; it may only lapse if the conditions are not fulfilled within the prescribed timeframe.

The notice of application for consent identified the retained property as vacant, though the application form referenced a storage building located on it. The notice and corresponding planning report indicated a zoning designation of Shoreline Residential (SR). Upon further review, the property appears to be located partially within the Limited Service Residential (LSR) Zone, with the majority in the Rural (RU) Zone and portions identified as Environmental Protection (EP). As you are aware, accessory structures are not permitted on a lot without a primary use (e.g., a dwelling) in any of these zones.

Section 4.1 of the Township's Zoning By-law provides that detached accessory buildings and uses may be located only on the same lot as the primary use to which they relate. The storage garage on the property would have been considered a permitted use in conformity with the Zoning By-law prior

to the severance. However, following the consent approval, the garage is now situated on an otherwise vacant property and therefore has become a non-conforming use. While the use existed as of the passing of the Zoning By-law, the severance has altered the lot configuration, raising the question of whether the existing use is to be considered legally non-conforming or illegal.

The Township's Zoning By-law and the St. Joseph Island Official Plan do not speak directly to "lot uses," but they do define non-conforming and non-complying uses as follows:

Non-Conforming:

Means an existing use or activity of any land, building, or structure that is not identified in the list of permitted uses for the Zone in which it occurs as of the date of passing of this By-law.

Non-Complying:

Means a lot, building, or structure that does not meet the regulations of the Zone in which it is located as of the date of passing of this By-law.

Further, Section 4.16 states:

"No lands shall be used and no building or structure shall be used except in conformity with the provisions of this By-law unless such use existed before the date of passing of this By-law and provided that it has continued and continues to be used for such purpose, and that such use, when established, was not contrary to a By-law passed under Section 34 of the Planning Act, R.S.O. 1990, c. P.13, or a predecessor thereof, that was in force at that time."

Additionally, Section E3.1 of the new St. Joseph Island Official Plan indicates that non-conforming uses should gradually be phased out, which may be interpreted to suggest that new situations of non-conformity should be avoided.

As your Council has indicated that it considers the existing use to be in contravention of the Zoning By-law, the only remedy available at this stage would be for Council to consider a zoning by-law amendment to permit the storage building as a primary use on the lot. It is my understanding that an application has been submitted for Council's consideration.

I have reached out to the Ministry of Municipal Affairs and Housing for additional guidance on this matter but have not yet received a response. I have also discussed the missing survey condition and differing mapping details with the applicant and will include this information in my report to the Planning Board in November. I will keep you informed of any additional information as it becomes available and will include it in my report to the Board.

It is expected that the Planning Board will also consider how similar situations of non-conformity created through previous consents have been addressed and whether a pre-existing use can be deemed legal non-conforming once a severance is completed, for the purposes of consistency in future applications.

I look forward to hearing how your Council decides to proceed on this matter. Please keep me informed following your Council meeting, and I will do the same once the Planning Board has considered the issue in November.

Sincerely,

A handwritten signature in blue ink, appearing to read 'A. Richardson', with a stylized flourish at the end.

Amanda Richardson
Asst. Secretary-Treasurer
St. Joseph Island Planning Board

9b)i)

PLAN 1R-14245

Received and deposited

May 16th, 2025

Tanya Sharma

Representative for the
Land Registrar for the
Land Titles Division of
Algoma (No.1)

SCHEDULE				
PART	LOT	CONCESSION	PIN	AREA
1	W 1/2 OF LOT 7	15	PART OF 31460 0079	0.954 Ha
2				0.953 Ha
3				0.061 Ha
4				0.061 Ha

PLAN OF SURVEY OF
W 1/2 OF LOT 7
CONCESSION 15
TOWNSHIP OF HILTON
ST. JOSEPH'S ISLAND
DISTRICT OF ALGOMA
MONUMENT-URSO SURVEYING LTD.

SCALE 1 : 1000



The intended plot size of the plan is 610 mm in width by 457 mm in height when plotted at a scale of 1 : 1000.

METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

LEGEND

□	DENOTES	PLANTED SURVEY MONUMENT
■	DENOTES	FOUND SURVEY MONUMENT
IB	DENOTES	IRON BAR
SSIB	DENOTES	STANDARD IRON BAR
OFN	DENOTES	ORIGINAL FIELD NOTES
SLM	DENOTES	S.L. MacDOUGALL, O.L.S.
IV	DENOTES	MEASURED
1604	DENOTES	TULLOCH GEOMATICS O.L.S.
P	DENOTES	DEPOSITED PLAN 1R-10419
P1	DENOTES	PLAN BY R.D. HALLIDAY, O.L.S. DATED MARCH 29th, 2016
		[FILE: 15-1553]
P2	DENOTES	PLAN BY M.F. TULLOCH, O.L.S. DATED NOVEMBER 23, 2003
		[FILE: 01-178]
CF	DENOTES	CALCULATED FROM

SURVEYOR'S CERTIFICATE

I CERTIFY THAT

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM
- THE SURVEY WAS COMPLETED ON JANUARY 6, 2025

February 24th, 2025.

DATE

BILL WEBB

ONTARIO LAND SURVEYOR

This plan of survey relates to AOLS Plan Submission Form Number V 91214

		Monument-Urso Surveying Ltd.	
Ontario Land Surveyors Canada Land Surveyors		2715 MC DONALD DRIVE	
ALGOMA, ONTARIO		TEL: (807) 822-1553	
TAX ID: 89-111-1111		FAX: (807) 822-1553	
REGISTRATION NO. 11111		FED. REG. NO. 11111	
PROFESSIONAL SEAL		F 1922 Sev	

BEARING NOTES

BEARINGS ARE UTM GRID, DERIVED FROM REAL-TIME KINEMATIC GNSS OBSERVATIONS ON OBSERVED REFERENCE POINTS A AND B HAVING A BEARING OF N22°36'30"W AND ARE REFERRED TO THE CENTRAL MERIDIAN (81° WEST LONGITUDE) OF UTM ZONE 17 NAD83 (CSRS) (2010.0).

FOR BEARING COMPARISONS, A ROTATION OF 02°05'30" CLOCKWISE WAS APPLIED TO (P) BEARINGS AND A ROTATION OF 02°08'15" CLOCKWISE WAS APPLIED TO (P2) BEARINGS TO CONVERT TO GRID BEARINGS. NO ROTATION WAS APPLIED TO THE GRID BEARINGS OF PLAN (P1).

DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE AVERAGE COMBINED SCALE FACTOR OF 1.000192.

CO-ORDINATE NOTES

CO-ORDINATES ARE DERIVED FROM REAL-TIME KINEMATIC GNSS OBSERVATIONS, UTM ZONE 17 NAD83 (CSRS) (2010.0).

COORDINATES ARE TO RURAL ACCURACY PER SECTION 14(2) OF O REG 216/10.

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

POINT ID	NORTHING	EASTING
A	5124150.812	274837.699
B	5124265.657	275118.035

9c)

Roll #28300: 3302 Whybourne Rd.
West 1/2 of Lot 7, Concession 15, Township of Hilton

Assessment Value Roll #28300 (2024 Value) = \$ 102,000.00
acres = 55.47

Value of Land only = \$ 55,000.00
Value per acre = \$ 991.53

Acres of Land being sold = 2.5
Therefore, \$991.53 x 2.5 (acres being sold) = \$ 2,478.82

Therefore, \$2478.82 x 5% = \$ 123.94 (Cash in lieu of parkland)

*Based on assessment value of \$55,000 of abutting vacant property Roll #28200/56.06 acres

9)d)

THE CORPORATION OF THE TOWNSHIP OF HILTON

APPLICATION FOR A ZONING CHANGE

NOTE: The attached guide should be read before completing this application.

1. APPLICANT AND OWNER

(a) APPLICANT MICHAEL JAGGER 705-542-4606
Name Phone
Box 262, RICHARDS LANDING, PORT JOLI
Address

I certify that, to the best of my knowledge and belief, the particulars given in the following application are correct. I hereby apply, in accordance with the provisions of The Planning Act, for the change of zoning described in this application. In addition to the fee payable on the filing of this application, I hereby undertake and agree to reimburse the Township or Hilton for all reasonable expenses, fees or charges properly incurred by it in the processing of this application to finality.

[Signature] OCT. 1/25
Signature of Applicant Date

(b) OWNER MICHAEL JAGGER + ANDREA JAGGER
Name
Box 262, RICHARDS LANDING, ON PORT JOLI
Address

Phone: 705-542-4606 Email: mikeyjag@hotmail.com

I, the owner of the subject property, hereby endorse the application.

[Signature] OCT. 1/25
Owner's signature Date

2. AGENTS N/A

SOLICITOR(if any) _____
Name

Address

Phone: _____ Email: _____

Other (Architect/Engineer/Planning Consultant/Etc.)

Name Phone

Phone: _____ Email: _____

3. LOCATION AND DESCRIPTION OF THE LAND

Concession No. 15 Lot(s) 7
 Registered Plan No. 1R-14245 ^{PT.}
~~LOT~~(s) 1
 Street WHYBOURNE RD. Side EAST

4. REQUESTED CHANGE IN ZONING AND APPROPRIATE AMENDMENT TO THE OFFICIAL PLAN

- (a) Existing Provisions of By-laws affecting lands (specify paragraphs)

SEC. 4.1 - ACCESSORY BUILDINGS/USES TO BE LOCATED
ON SAME LOT AS PRIMARY USE.

- (b) Requested zone change - specify fully

ALLOW EXISTING BUILDING (GARAGE) TO BE USED
FOR STORAGE PRIOR TO DEVELOPMENT OF PRIMARY USE (DWELLING)

- (c) Is an amendment to the Official Plan required?
 Yes No ✓

If the answer to (c) above is "Yes" what is the required change? Specify fully.

5. LAND USE

- (a) Existing use of the land WATERFRONT LOT WITH STORAGE GARAGE

- (b) Proposed use of the lands and/or buildings SAME

- EVENTUALLY RESIDENTIAL DWELLING WITH GARAGE

6. REASONS FOR REQUESTING THE AMENDMENT

Complete as fully as possible using extra paper as required.

TO PROVIDE FOR ZONING BY-LAW CONFORMITY
ONCE SEVERANCE OF PROPERTY IS COMPLETED.

7. SUPPORTING INFORMATION REQUESTED

- (a) Sketch of Illustration or Survey Plan showing:
 - i. Applicant's/Owner's total holdings in the area.
 - ii. Lands which are the subject of the proposed amendment.
 - iii. The location, size and use of all existing buildings or structures on the subject lands and on immediately adjacent properties.
- (b) Site Plan showing:
 - i. Proposed buildings or structures together with height, size, setbacks and exterior design.
 - ii. Ingress/egress, parking, unloading and driveway areas.
 - iii. Landscaping including fencing and buffers.
- (c) The applicant is requested to submit any further information which may affect this proposal.

8. If this application is approved by Council, and the Ontario Land Tribunal where applicable, within what period will:

- (a) Use of the lands and/or structures commence for the purposes outlined in this application?

UPON COMPLETION OF SEVERANCE

- (b) Construction of any proposed buildings be completed?

NO NEW CONSTRUCTION PROPOSED AT THIS TIME

Zoning Amendment Application – Pt. Lot 7, Concession 15, Hilton Township

Notes:

- Application for Consent to sever was provisionally approved in 2024. Planning Board File # 6/24.
- Proposed parcels are being separated for estate planning purposes only. No new development or change in use is planned at this time. These parcels will remain in current ownership and will continue to be used as one parcel for the time being. Eventually however a dwelling will be erected on the subject parcel (Part 1).

Representative for the
Land Registrar for the
Land Titles Division of
Algoma (No.1)

SCHEDULE				
DATE	NAME	ADDRESS	CITY	STATE
1				PA.
2	W. J. L. L.			PA.
3		11	W. J. L. L.	PA.
4				PA.

SCALE 1 : 1000

The standard plot size of the plate is 110 mm in width by 152 mm in height when plotted at a scale of 1:1000.

METERK[®]

DISTANCE AND ORIENTATION SINCE THE FIRST AND SECOND SITES
WERE NOT NEARLY TOGETHER, DISTANCE WAS NOT A FACTOR

LEGEND

- | | | |
|-----|------------|------------------------------|
| 21 | 01/01/1975 | 1. ALLIED SUBSIDY MANAGEMENT |
| 22 | 01/01/1975 | 2. FEDERAL TRUST MANAGEMENT |
| 23 | 01/01/1975 | 3. (P) RAR |
| 24 | 01/01/1975 | 4. STANDARD MORTGAGE |
| 25 | 01/01/1975 | 5. (P) RAR |
| 26 | 01/01/1975 | 6. (P) RAR |
| 27 | 01/01/1975 | 7. (P) RAR |
| 28 | 01/01/1975 | 8. (P) RAR |
| 29 | 01/01/1975 | 9. (P) RAR |
| 30 | 01/01/1975 | 10. (P) RAR |
| 31 | 01/01/1975 | 11. (P) RAR |
| 32 | 01/01/1975 | 12. (P) RAR |
| 33 | 01/01/1975 | 13. (P) RAR |
| 34 | 01/01/1975 | 14. (P) RAR |
| 35 | 01/01/1975 | 15. (P) RAR |
| 36 | 01/01/1975 | 16. (P) RAR |
| 37 | 01/01/1975 | 17. (P) RAR |
| 38 | 01/01/1975 | 18. (P) RAR |
| 39 | 01/01/1975 | 19. (P) RAR |
| 40 | 01/01/1975 | 20. (P) RAR |
| 41 | 01/01/1975 | 21. (P) RAR |
| 42 | 01/01/1975 | 22. (P) RAR |
| 43 | 01/01/1975 | 23. (P) RAR |
| 44 | 01/01/1975 | 24. (P) RAR |
| 45 | 01/01/1975 | 25. (P) RAR |
| 46 | 01/01/1975 | 26. (P) RAR |
| 47 | 01/01/1975 | 27. (P) RAR |
| 48 | 01/01/1975 | 28. (P) RAR |
| 49 | 01/01/1975 | 29. (P) RAR |
| 50 | 01/01/1975 | 30. (P) RAR |
| 51 | 01/01/1975 | 31. (P) RAR |
| 52 | 01/01/1975 | 32. (P) RAR |
| 53 | 01/01/1975 | 33. (P) RAR |
| 54 | 01/01/1975 | 34. (P) RAR |
| 55 | 01/01/1975 | 35. (P) RAR |
| 56 | 01/01/1975 | 36. (P) RAR |
| 57 | 01/01/1975 | 37. (P) RAR |
| 58 | 01/01/1975 | 38. (P) RAR |
| 59 | 01/01/1975 | 39. (P) RAR |
| 60 | 01/01/1975 | 40. (P) RAR |
| 61 | 01/01/1975 | 41. (P) RAR |
| 62 | 01/01/1975 | 42. (P) RAR |
| 63 | 01/01/1975 | 43. (P) RAR |
| 64 | 01/01/1975 | 44. (P) RAR |
| 65 | 01/01/1975 | 45. (P) RAR |
| 66 | 01/01/1975 | 46. (P) RAR |
| 67 | 01/01/1975 | 47. (P) RAR |
| 68 | 01/01/1975 | 48. (P) RAR |
| 69 | 01/01/1975 | 49. (P) RAR |
| 70 | 01/01/1975 | 50. (P) RAR |
| 71 | 01/01/1975 | 51. (P) RAR |
| 72 | 01/01/1975 | 52. (P) RAR |
| 73 | 01/01/1975 | 53. (P) RAR |
| 74 | 01/01/1975 | 54. (P) RAR |
| 75 | 01/01/1975 | 55. (P) RAR |
| 76 | 01/01/1975 | 56. (P) RAR |
| 77 | 01/01/1975 | 57. (P) RAR |
| 78 | 01/01/1975 | 58. (P) RAR |
| 79 | 01/01/1975 | 59. (P) RAR |
| 80 | 01/01/1975 | 60. (P) RAR |
| 81 | 01/01/1975 | 61. (P) RAR |
| 82 | 01/01/1975 | 62. (P) RAR |
| 83 | 01/01/1975 | 63. (P) RAR |
| 84 | 01/01/1975 | 64. (P) RAR |
| 85 | 01/01/1975 | 65. (P) RAR |
| 86 | 01/01/1975 | 66. (P) RAR |
| 87 | 01/01/1975 | 67. (P) RAR |
| 88 | 01/01/1975 | 68. (P) RAR |
| 89 | 01/01/1975 | 69. (P) RAR |
| 90 | 01/01/1975 | 70. (P) RAR |
| 91 | 01/01/1975 | 71. (P) RAR |
| 92 | 01/01/1975 | 72. (P) RAR |
| 93 | 01/01/1975 | 73. (P) RAR |
| 94 | 01/01/1975 | 74. (P) RAR |
| 95 | 01/01/1975 | 75. (P) RAR |
| 96 | 01/01/1975 | 76. (P) RAR |
| 97 | 01/01/1975 | 77. (P) RAR |
| 98 | 01/01/1975 | 78. (P) RAR |
| 99 | 01/01/1975 | 79. (P) RAR |
| 100 | 01/01/1975 | 80. (P) RAR |

SURVEYOR'S CERTIFICATE

94 *Journal of the American Academy of Child and Adolescent Psychiatry*

- THE SURVEY AND PLANNING OF THE PROJECT AND IN A COORDINATION WITH THE SURVEY OF THE SURVEYORS AND THE LANDS OFFICES AND THE REGISTRATION MADE UNDER THE SURVEY WAS A COMPLETE FIDELITY OF THE

January 24th, 2025


1992

This plan of survey relates to A.D. 5940 Survey No. 4000, H&H No. 231214.

Monument Life Insurance Co.

Monument: Crisis Surveying Ltd
Heathland Farming of Asda Land Services




 0-07-044444-4
 ISBN 0-07-044444-4

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$$1.22 \sqrt{R f} \quad \text{and} \quad 1.49 \sqrt{R f} \quad \text{for } \frac{R}{f} = 100 \text{ and } 200 \text{ respectively.}$$

P LINE ROAD

WHYBOURNE ROAD

ORIGINAL SHORE ROAD

ALLOWANCE

W 1/2 LOT 7, CON 15

BUSHLAND

E 1/2 LOT 7, CON. 15

BUSHLAND

4,950'

495'

220'

495'

220'

30' RIAH 21

WAY

30'

M & N LINE

PART 2
PLAN 1R-14245

PART 1
PLAN 1R-14245

COTTAGE

GARAGE

DRIVEWAY



10)2)

Clerk Report: 2025-10-08-02

Meeting Date: October 8, 2025

Subject: **Complaint Received re Cemetery Gates**

Regular Council Meeting

Prepared by: CAO/Clerk-Treasurer Sara Dinsdale

The Township has received the below complaint from a ratepayer regarding the gates that have been installed at the Grace United Cemetery:

"Locked gates at Grace United Cemetery:

-installation was a kneejerk reaction to unfortunate issues

-everyone is unable to visit grave sites during Township office hours or has the ability to work to those at rear, therefore access has become discriminatory"

The desired outcome to improve or resolve the situation was explained below by the complainant:

"Perhaps, if Council deems restricted access is necessary, unlocked gates would suffice as all vandalizing is impossible to control. Locked gates tell visitors they are unwelcome."

The rate payer that submitted the above complaint received the FAQ document that includes the following information:

Why are there gates at the two driveway entrances?

This was done to preserve the cemetery and all that resides in it. There has recently been damage caused by motorized vehicles driving directly over top of graves and monuments. This is also to assist in the prevention of unauthorized burials.

Have the gates been installed to discourage visitors?

No. It is in no way meant to discourage anyone from visiting the cemetery.

Is Grace United Cemetery the only Cemetery that has gates at their entrances?

No. This is common for cemeteries. Many cemeteries, including the neighbouring cemeteries on St. Joseph Island have gates or chains across the entrances.

How can I access the cemetery?

Accessing the cemetery through the walking paths is encouraged.

If you require access via motorized vehicle, arrangements can be made through the Hilton Township Office during office hours.

What are the Township office hours?

Mondays, Wednesdays, and Fridays between 9 am and 4:30 pm. Closed on weekends, and holidays.



Some facts to consider in response to this complaint are below:

- 1) Since the gates have been installed, there have been zero unauthorized interments that we are aware of. In 2024, there were four that we are aware of.
- 2) Since the gates have been installed, there has been zero vandalism.
- 3) Visitors have been able to make arrangements with the office to enter the cemetery. To date, there have been no issues, and all requests have been accommodated.
- 4) There has been one instance where a vehicle drove off the roadway and overtop of grave sites; however, due to the fact that the key needs to be signed out, and the cemetery was inspected afterwards, the Township staff was able to address the issue with the person.
- 5) The back part of the roadway has become unsafe. Some grave sites and head stones are situated too close to the roadway, making it difficult to get around them, and turning around is not an option.

**INCORPORATED VILLAGE OF HILTON BEACH
TOWNSHIP OF HILTON
LANDFILL COMMITTEE MINUTES**

Council Meeting – September 24, 2025

Hilton Beach Community Hall
3050 Hilton Road., Hilton Beach, Ontario

PRESENT

Village of Hilton Beach

Robert Hope; Mayor
Brian Delvecchio; Councillor
Sarah Brown; Councillor
Kelly Rathwell; Councillor

Staff:

Myra Eddy; Clerk-Treasurer
Paula Callahan; Deputy Clerk-Treasurer

Township of Hilton

Janet Gordanier; Councillor
Dave Leask; Councillor
Mike Trainor; Councillor

Public:

Roy Broadhagen

2025-124

Moved by Dave Leask
Seconded by Kelly Rathwell

BE IT RESOLVED THAT the Joint Landfill meeting be called to order at 6:30 p.m.

CARRIED

The meeting was called to discuss the Township Landfill.

It was requested by Councillor Dave Leask that discussion on capital expenses be deferred.

2025-125

Moved by Sarah Brown
Seconded by Janet Gordanier

1. BE IT RESOLVED THAT we do approve the April 16th 2025 Landfill minutes.

CARRIED

2 **Landfill Keys**

There were discussion and a decision made at the last meeting to send letters to the businesses that currently have landfill keys to advise them that July 15th the locks and keys would be changed and that access to the landfill outside of open days would discontinue. This would allow better control over what material is being brought to the dump, that the fees are being paid and no one else is accessing the site. The ECA also states that no one should access the site without a qualified employee. Two businesses within the Village came to council to tell them that the current open days do not suit their business operations. To date the keys have not been changed and the current businesses still have access to the site. There were discussion and concern about liability accessing the landfill site after operating hours.

3. Landfill Key Agreements

Currently, there are landfill agreements with some businesses. It was suggested to update it to add that the businesses recognize that the landfill is not plowed/maintained outside of operating hours and that the agreement applies to the current owner(s)/operators. Subsequent owner(s)/operators must reapply for a new agreement and that the key is to be surrendered to the Village Office prior to change of ownership. It was suggested to consider having the agreement vetted through a lawyer to decide if there was a need to add or change wording to try and reduce potential liabilities.

4. Tipping Fees

Tipping fees are now being collected at the landfill site. Landfill staff have receipt books to record tipping fees being collected and then once per week the money and receipt books are reconciled at the Village Office. It was decided to sell Landfill Tipping Slips/Tickets from both municipal offices. The General Store would be contacted to see if they would sell the landfill tipping tickets. The ratepayers of the Village and Hilton Township would have to prepurchase a tipping ticket prior to attending the landfill. Once one site, the ticket would be given to a landfill attendant. The ticket would need to cover the cost of the size of the load. It was suggested that if you can carry 'items' in your arms, there should be no charge for disposal. There would need to be some social media and education about the changes about that cash would no longer be accepted at the site and how to obtain a tipping ticket/slip.

It was also decided to go to a 'Tipping Free Card' instead of a Tipping Free Weekend. This card would go out in the spring of each year with the tax bills and there would be one per property. The card can be used one day of the ratepayers choosing to use as their tipping free day. This will commence with the spring's 2026 tax bills.

It was suggested to change the colour of the landfill stickers. This could also be done with the 2025 spring tax bills.

These items would go to each council for final approval.

5. Recycling

The recycling contract with Circular Materials for the Village of Hilton Beach will come to an end on December 31st. A new amended copy has been sent and will be given to Village Council members at the October 8th meeting. Hilton Township should be transitioning with Circular Materials at the beginning of 2026 but have not received a contract to date. Circular Materials will only accept residential recycling and not recycling from businesses, offices, churches, schools, parks which are viewed as non-eligible sources starting January 1st, 2026. Small rural municipalities do not have private waste transfer or disposal systems. The commercial sector has always used the ones supplied by municipalities. There has been a lot of push back from smaller municipalities to the province to amend O'Reg. 391/21 to not make a distinction between eligible and non-eligible recycling and to allow those with depot-only systems to be collected together with no financial penalty. There may be additional costs to add bins and that it could require costly amendments to the site's environmental compliance approval. If Council decides not to provide drop off services to commercial ratepayers, then the commercial sector will need to source private hauling and processing contracts at considerable cost to them. It was decided that there should be a meeting with those affected by this change.

6. NES Charges to Hilton Township

Reports have been provided to Hilton Township's office to show what the Village has received that has the breakout of eligible and non-eligible expenses from RLG. The non-eligible recycling which is Hilton Townships as they have not transitioned yet to the program and that calculated amount has been deducted from the monthly payment to the Village. A letter was sent earlier to request that Hilton Township re-imburse the Village for those deducted costs till the end of the year. That request will be taken back to Hilton's council.

7. Landfill Operating

MECP has set conditions which Hilton Landfill needs to comply with. Part of the requirements were for the installation of 4 monitoring wells, testing and reporting. A contract had been signed with Greenstone Engineering for the work to be done in 2025. Greenstone Engineering submitted a Monitoring Report with MECP as required. They are waiting for approval for the report from MECP before the work can commence.

8. Employment Standards/Work Conditions for Attendants

There have been some updates at the landfill. A new outhouse, new flooring for the shed and new generator and heater have been supplied.

9. Fund for Landfill Closure

As part of the Asset Management plan, the Village should be setting aside funds for the closure of the landfill. It was suggested that the tipping fees or part of the fees collected each year be set aside for this purpose. There was no final decision about the percentage. It was asked for the sums to be set aside in a separate bank account. The current amount of tipping fees given at the meeting was incorrect. The correct amount of tipping fees to date is \$7220.00

10 Other

Councillor Brian Delvecchio has been researching security cameras for the landfill. It was decided that a security camera is needed.

2025-126

Moved by Dave Leask
Seconded by Brian Delvecchio

THAT BY-LAW NO. 2025.25, being a by-law to confirm the proceedings and resolutions of Hilton Beach Council which were adopted up to and including September 24, 2025 be given FIRST, SECOND and THIRD READING and FINALLY PASSED this 24th day of September 2025.

CARRIED

2025-127

Moved by Brian Delvecchio
Seconded by Kelly Rathwell

THAT the Joint Landfill meeting adjourn at 9:00 p.m. and agree to meet again on December 17, 2025.

CARRIED

*Note: Councillor Mike Trainor needed to leave the meeting early.

Mayor, Robert Hope

Clerk Treasurer – Myra Eddy

INCORPORATED VILLAGE OF HILTON BEACH

3100 BOWKER STREET, P.O. BOX 25
HILTON BEACH, ONTARIO - POR 1G0

11a)iii)

PHONE (705) 246-2242
FAX (705) 246-2913

E-MAIL: info@hiltonbeach.com
WEBSITE: www.hiltonbeach.com

April 10, 2025

Township of Hilton
2983 Base Line
P.O Box 205
Hilton Beach, ON
POR 1G0

RE: Recycling

Dear Council,

The Ontario Government will transition the Blue Box/Recycling Program in 2026 to a producer-responsible system. This means that municipalities will not be responsible for collection. This new system will not include recycling collected from industrial, commercial or institutional locations.

Circular Materials is responsible for Depot Operations Agreements with Municipalities. The Hilton Landfill transitioned on April 1st with the contract ending December 31st 2025.

In many meetings and letter writing, Circular Materials has refused to accept that Hilton Township was a user of the recycling at the Landfill even though you do not have your own freestanding blue box depot. Hilton Township was not on the transition schedule for 2025 along with the Village of Hilton Beach.

The original signed contract back in October 2024 was amended in February 2025 to remove Hilton Township's non-eligible sources using documents/data from DataCall to do their calculations. In doing so, CM will charge the Village back on their calculations each month of what Hilton Township's portion of NES (non-eligible sources) based on \$200 per tonne. This could range from \$75.00-\$100.00 per month as discussed with CM.

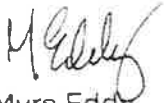
The current contract will re-imburse the Village of Hilton Beach for 9 months at \$584.55 then reduce it by Hilton Township's NES.

Council would like Hilton Township Council to consider re-imbursing the Village by the calculated reduction each month from April 1 – December 31st, 2025. RPG is to provide documentation/spreadsheets to verify the amounts and can be provided to Hilton Township.

Please see the attached resolutions.

Thank you for your consideration and understanding of the situation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Myra Eddy', written over the printed name.

Myra Eddy
Village of Hilton Beach.

Encl/me

Village of Hilton Beach

Resolution No. _____

Meeting: March 12, 2025

Moved by S.B. Green

Seconded by S.C.

WHEREAS Circular Materials is the Common Collection System Administrator and is responsible for the procurement of collection, depot hauling and receiving facility services on behalf of all PRO and producers.

WHEREAS Circular Material does not recognize the Township of Hilton as being on the Transition Schedule starting April 1, 2025, along with the Village of Hilton Beach and considers any Hilton Beach's recycling to be Non-Eligible.

WHEREAS the original contracted amount for Circular Materials to pay to the Village of Hilton Beach combined the tonnes from both the Village of Hilton Beach and Hilton Township.

WHEREAS the tonnes collected from Hilton Township is to be charged back to the Village of Hilton Beach at a rate of \$200 per tonne.

BE IT RESOLVED THAT Council agrees to the Amended Contract of \$584.55 less Hilton Beach tonnes per month with Circular Materials for recycling at the Hilton Landfill from April 1st to December 31st, 2025.

B.A.

CARRIED

Village of Hilton Beach

Resolution No. 2025-30

Meeting: March 12, 2025

Moved by S.C.

Seconded by S.B. Brown

BE IT RESOLVED that the Village of Hilton Beach send a letter to the Township of Hilton requesting re-imbursement for the costs calculated by Circular Materials as being non-eligible from April 1st to December 31st, 2025.

B.D.

CARRIED

RECORDED VOTE YES NO

Mayor Robert Hope

Councillor Sarah Brown

Councillor Sally Cohen

Councillor Brian Delvecchio

Councillor Kelly Rathwell

Village of Hilton Beach

19/10/19

April, 2025 Contractor		Residence and Facility Unit Price (\$/source/month)	Residence Depot Hauling/Operation Cost	Number of Eligible Sources for P&E	Dollar Multiplier for P&E Calculation	Non-Eligible Sources Percentage	Non-Eligible Source Blue Box Material Unit Price (\$/tonne)	Blue Box Material Collected (tonnes)**	
	Municipality								
	Hilton Beach, Town of	\$ -	\$ 584.55	425	1	25.00%	\$ 200.00	1.67	
Cost Breakdown		Price (\$)							
Non-Eligible Source Depot Deduction		-\$ 83.50							
Fuel Price Adjustment Non-Eligible Sources Depot		\$ 0.23							
Residence Depot Hauling/Operation Cost		\$ 584.55							
P&E Costs		\$ 35.42							
Subtotal		\$ 536.70							
HST 13%									
Total Cost Est.		\$ 536.70							
Fuel Price Component Adjustment: Depot Non-Eligible Sources									
Non-Eligible Source Blue Box Material Unit Price (\$/tonne)	\$ 200.00	Enter the Base unit price as per Contract							
Fuel Price Component - %	20%								
Fuel Price Component - \$	\$ 40.00								
\$ Value of Diesel/CNG used in EC (2)	\$ 1.00	Enter the \$ value of fuel (Diesel or Natural gas) using in EC							
\$ Value of All Fuel used in EC (Diesel + CNG) (3)	\$ 1.00	Enter the total \$ value of fuel (Diesel + Natural gas) using in EC							
% Fuel Used in Eligible Communities	100.00%								
Diesel Fuel Index	-1.39%								
Diesel Fuel price Component Adj	-\$ 0.56								
Net Weight (in tonnes)	1.67								
Total Fuel price Component Adj	\$ 0.23								
Diesel Fuel Index	-1.39%								
Price at commencement	\$ 136.70	Update the rate from the website stated in the notes							
Price at end of the month	\$ 134.80	Update the rate from the website stated in the notes							
Notes									
For Natural gas price component adjustment, change Cell B23 to \$ value of Natural gas used.									
Fuel prices are as per https://data.ontario.ca/dataset/fuels-price-survey-information (Diesel Fuel index and Natural gas index)									
CPI Component Adjustment: Depot Eligible Sources									
CPI Index	1.8300%								
July 2024 CPI	\$ 158.10								
	\$ 161.00								
Residence Depot Hauling/Operation Cost	\$0.00								
CPI Component %	100%								
CPI Component	\$ -								
CPI Component Adjustment	\$ -								
Adjusted Residence Depot Hauling/Operation Cost	\$ -								
CPI Component Adjustment: Depot Non-Eligible Sources									
CPI Index	1.0800%								
July 2024 CPI	\$ 158.10								
	\$ 159.80								
Non-Eligible Source Blue Box Material Unit Price	\$ -								
CPI Component %	80%								
CPI Component	\$ -								
CPI Component Adjustment	\$ -								
Adjusted Non-Eligible Blue-Box unit Price	\$ -								

May, 2025 Contractor	Municipality	Residence and Facility Unit Price (\$/source/month)	Residence Depot Hauling/Operation Cost	Number of Eligible Sources for P&E	Dollar Multiplier for P&E Calculation	Non-Eligible Sources Percentage	Non-Eligible Source Blue Box Material Unit Price (\$/tonne)	Blue Box Material Collected (tonnes)**	
	Hilton Beach, Town of	\$ -	\$ 584.55	425	1	25.00%	\$ 200.00	2.02	
Cost Breakdown		Price (\$)							
Non-Eligible Source Depot Deduction		-\$ 101.00							
Fuel Price Adjustment Non-Eligible Sources Depot		\$ 0.77							
Residence Depot Hauling/Operation Cost		\$ 584.55							
P&E Costs		\$ 35.42							
Subtotal		\$ 519.74							
HST 13%									
Total Cost Est.		\$ 519.74							
Fuel Price Component Adjustment: Depot Non-Eligible Sources									
Non-Eligible Source Blue Box Material Unit Price (\$/tonne)		\$ 200.00		Enter the Base unit price as per Contract					
Fuel Price Component - %		20%							
Fuel Price Component - \$		\$ 40.00							
\$ Value of Diesel/CNG used in EC (2)		\$ 1.00		Enter the \$ value of fuel (Diesel or Natural gas) using in EC					
\$ Value of All Fuel used in EC (Diesel + CNG) (3)		\$ 1.00		Enter the total \$ value of fuel (Diesel + Natural gas) using in EC					
% Fuel Used in Eligible Communities		100.00%							
Diesel Fuel Index		-3.80%							
Diesel Fuel price Component Adj		-\$ 1.52							
Net Weight (in tonnes)		2.02							
Total Fuel price Component Adj		\$ 0.77							
Diesel Fuel Index		-3.80%							
Price at commencement		\$ 136.70		Update the rate from the website stated in the notes					
Price at end of the month		\$ 131.50		Update the rate from the website stated in the notes					
Notes									
For Natural gas price component adjustment, change Cell B23 to \$ value of Natural gas used.									
Fuel prices are as per https://data.ontario.ca/dataset/fuels-price-survey-information (Diesel Fuel index and Natural gas index)									
CPI Component Adjustment: Depot Eligible Sources									
CPI Index		1.8300%							
July 2024 CPI		\$ 158.10							
		\$ 161.00							
Residence Depot Hauling/Operation Cost		\$0.00							
CPI Component %		100%							
CPI Component		\$ -							
CPI Component Adjustment		\$ -							
Adjusted Residence Depot Hauling/Operation Cost		\$ -							
CPI Component Adjustment: Depot Non-Eligible Sources									
CPI Index		1.0800%							
July 2024 CPI		\$ 158.10							
		\$ 159.80							
Non-Eligible Source Blue Box Material Unit Price		\$ -							
CPI Component %		80%							
CPI Component		\$ -							
CPI Component Adjustment		\$ -							
Adjusted Non-Eligible Blue-Box unit Price		\$ -							

Data Legend

Colour	Description
	Manually input from contracts
	Auto generated formulas
	Invoice amounts manually input
	Data pulled from T&T
	Data provided by 3rd party

Data Legend	
Colour	Description
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	Auto generated formulas
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June, 2025 Contractor	Municipality	Residence and Facility Unit Price (\$/source/month)	Residence Depot Hauling/Operation Cost	Number of Eligible Sources for P&E	Dollar Multiplier for P&E Calculation	Non-Eligible Sources Percentage	Non-Eligible Source Blue Box Material Unit Price (\$/tonne)	Blue Box Material Collected (tonnes)**																								
Hilton Beach, Town of	Hilton Beach, Town of	\$ -	\$ 584.55	425	1	25.00%	\$ 200.00	2.61																								
<div>Cost Breakdown</div> <table><tr><td></td><td>Price (\$)</td><td></td></tr><tr><td>Non-Eligible Source Depot Deduction</td><td>-\$</td><td>130.50</td></tr><tr><td>Fuel Price Adjustment Non-Eligible Sources Depot</td><td>-\$</td><td>0.06</td></tr><tr><td>Residence Depot Hauling/Operation Cost</td><td>\$</td><td>584.55</td></tr><tr><td>P&E Costs</td><td>\$</td><td>35.42</td></tr><tr><td>Subtotal</td><td>\$</td><td>489.41</td></tr><tr><td colspan="3">HST 13%</td></tr><tr><td>Total Cost Est.</td><td>\$</td><td>489.41</td></tr></table>										Price (\$)		Non-Eligible Source Depot Deduction	-\$	130.50	Fuel Price Adjustment Non-Eligible Sources Depot	-\$	0.06	Residence Depot Hauling/Operation Cost	\$	584.55	P&E Costs	\$	35.42	Subtotal	\$	489.41	HST 13%			Total Cost Est.	\$	489.41
	Price (\$)																															
Non-Eligible Source Depot Deduction	-\$	130.50																														
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Subtotal	\$	489.41																														
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\$ Value of Diesel/CNG used in EC (2)	\$	1.00	Enter the \$ value of fuel (Diesel or Natural gas) using in EC																													
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CPI Component Adjustment	\$	-																														
Adjusted Non-Eligible Blue-Box unit Price	\$	-																														

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	Manually input from contracts
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	Invoice amounts manually input
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	Data provided by 3rd party

July, 2025 Contractor		Residence and Facility Unit Price (\$/source/month)	Residence Depot Hauling/Operation Cost	Number of Eligible Sources for P&E	Dollar Multiplier for P&E Calculation	Non-Eligible Sources Percentage	Non-Eligible Source Blue Box Material Unit Price (\$/tonne)	Blue Box Material Collected (tonnes)**	<div><div>Data Legend</div><table><tr><th>Colour</th><th>Description</th></tr><tr><td></td><td>Manually input from contracts</td></tr><tr><td></td><td>Auto generated formulas</td></tr><tr><td></td><td>Invoice amounts manually input</td></tr><tr><td></td><td>Data pulled from T&T</td></tr><tr><td></td><td>Data provided by 3rd party</td></tr></table></div>	Colour	Description		Manually input from contracts		Auto generated formulas		Invoice amounts manually input		Data pulled from T&T		Data provided by 3rd party		
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	Data provided by 3rd party																						
Hilton Beach, Town of	Hilton Beach, Town of	\$ -	\$ 584.55	425	1	25.00%	\$ 200.00	2.27															
<div><div>Cost Breakdown</div><div>Price (\$)</div><table><tr><td>Non-Eligible Source Depot Deduction</td><td>-\$ 113.50</td></tr><tr><td>Fuel Price Adjustment Non-Eligible Sources Depot</td><td>-\$ 0.56</td></tr><tr><td>Residence Depot Hauling/Operation Cost</td><td>\$ 584.55</td></tr><tr><td>P&E Costs</td><td>\$ 35.42</td></tr><tr><td>Subtotal</td><td>\$ 505.90</td></tr><tr><td>HST 13%</td><td></td></tr><tr><td>Total Cost Est.</td><td>\$ 505.90</td></tr></table></div>										Non-Eligible Source Depot Deduction	-\$ 113.50	Fuel Price Adjustment Non-Eligible Sources Depot	-\$ 0.56	Residence Depot Hauling/Operation Cost	\$ 584.55	P&E Costs	\$ 35.42	Subtotal	\$ 505.90	HST 13%		Total Cost Est.	\$ 505.90
Non-Eligible Source Depot Deduction	-\$ 113.50																						
Fuel Price Adjustment Non-Eligible Sources Depot	-\$ 0.56																						
Residence Depot Hauling/Operation Cost	\$ 584.55																						
P&E Costs	\$ 35.42																						
Subtotal	\$ 505.90																						
HST 13%																							
Total Cost Est.	\$ 505.90																						
Fuel Price Component Adjustment: Depot Non-Eligible Sources																							
Non-Eligible Source Blue Box Material Unit Price (\$/tonne)	\$ 200.00	Enter the Base unit price as per Contract																					
Fuel Price Component - %	20%																						
Fuel Price Component - \$	\$ 40.00																						
\$ Value of Diesel/CNG used in EC (2)	\$ 1.00	Enter the \$ value of fuel (Diesel or Natural gas) using in EC																					
\$ Value of All Fuel used in EC (Diesel + CNG) (3)	\$ 1.00	Enter the total \$ value of fuel (Diesel + Natural gas) using in EC																					
% Fuel Used in Eligible Communities	100.00%																						
Diesel Fuel Index	2.49%																						
Diesel Fuel price Component Adj	\$ 0.99																						
Net Weight (in tonnes)	2.27																						
Total Fuel price Component Adj	-\$ 0.56																						
Diesel Fuel Index	2.49%																						
Price at commencement	\$ 136.70	Update the rate from the website stated in the notes																					
Price at end of the month	\$ 140.10	Update the rate from the website stated in the notes																					
<div>Notes</div> <div>For Natural gas price component adjustment, change Cell B23 to \$ value of Natural gas used.</div> <div>Fuel prices are as per https://data.ontario.ca/dataset/fuels-price-survey-information (Diesel Fuel index and Natural gas index)</div>																							
CPI Component Adjustment: Depot Eligible Sources																							
CPI Index	1.8300%																						
July 2024 CPI	\$ 158.10																						
	\$ 161.00																						
Residence Depot Hauling/Operation Cost	\$0.00																						
CPI Component %	100%																						
CPI Component	\$ -																						
CPI Component Adjustment	\$ -																						
Adjusted Residence Depot Hauling/Operation Cost	\$ -																						
CPI Component Adjustment: Depot Non-Eligible Sources																							
CPI Index	1.0800%																						
July 2024 CPI	\$ 158.10																						
	\$ 159.80																						
Non-Eligible Source Blue Box Material Unit Price	\$ -																						
CPI Component %	80%																						
CPI Component	\$ -																						
CPI Component Adjustment	\$ -																						
Adjusted Non-Eligible Blue-Box unit Price	\$ -																						

Solicitor General

Office of the Solicitor General

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 Tel: 416 326-5000
 Toll Free: 1 866 517-0571
 Minister.SOLGEN@ontario.ca

Solliciteur général

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 Sans frais : 1 866 517-0571
 Minister.SOLGEN@ontario.ca



132-2025-3641
By email

September 26, 2025

Dear Heads of Council and Chief Administrative Officers of OPP-Policed Municipalities:

The Ministry of the Solicitor General has undertaken a review of the Ontario Provincial Police (OPP) cost recovery model. I would like to extend my gratitude for your participation and input into this process.

I am writing to inform you that because of the review, regulatory amendments have been made to Ontario Regulation 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police under the *Community Safety and Policing Act, 2019*. These amendments are in effect and will inform the 2026 annual billing statement to be issued shortly.

Firstly, an 11 per cent cap is established on the increase in policing costs owed by municipalities for the 2026 calendar year when compared to 2025, excluding the costs related to any service enhancements.

Secondly, a new discounts table will be established in regulation and will apply to the 2026 billing year and going forward. This new discount table introduces a lower eligibility threshold to receive a discount. Municipalities will now receive calls for service and overtime discounts when they are three or more standard deviations from the average calls for service weighted time to property count ratio, rather than the current regulatory threshold of five standard deviations.

The amendments have been approved by Cabinet and have been filed with the Registrar of Regulations. They will be accessed publicly online through the [e-Laws page](#) – and will be available here within the next few business days.

The preparation of 2026 annual billing statements is underway and statements are targeted for release in November 2025.

As we undertook this review, we heard loud and clear that greater clarity, predictability and stability in the OPP cost recovery model, and associated billing statements, is critical to municipalities as annual budget processes are undertaken. These amendments were contemplated, and ultimately decided upon, based on those concerns and the direct feedback that we heard from OPP-policed municipalities.

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Should you have any questions about the regulatory updates, please reach out to solgeninput@ontario.ca.

Please direct any questions about your annual billing statements to the Crime Prevention and Community Support Bureau at opp.municipalpolicing@opp.ca.

Thank you again for your partnership.

Sincerely,

A handwritten signature in dark ink, appearing to read "Michael S. Kerzner", with a stylized flourish at the end.

The Honourable Michael S. Kerzner
Solicitor General

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety
Ministry of the Solicitor General

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



HALLOWE'EN AT HILTON TOWNSHIP OFFICE



 **2983 Base Line**

 **Friday, October 31, 2025**

 **5:30 – 7:30 p.m.**

**Bring your trick-or-treaters to the
Township Office for Hallowe'en treats!**

Everyone is welcome to join the fun!



Want to help?



**Donations of treats for the children
may be dropped off at the Township Office
during regular business hours prior to Hallowe'en.**

Your generosity is greatly appreciated!



13a)

CORPORATION OF THE TOWNSHIP OF HILTON
Payment Voucher September 2025

NAME	DESCRIPTION	AMOUNT	CHEQUE #
Algoma District Services Admin Board	September municipal levy	\$28,057.50	14331
BDO Dunwoody LLP	Professional services for 2025 budget	\$1,813.65	14332
Bell Canada	Telephone (Office and garage)	\$307.75	14333
EncompassIT.ca	Monthly back up, server back up, emails, and website, and IT support	\$1,803.36	14334
Gilbertson Enterprises	Gravel for Trainors (OCIF funding)	\$17,684.41	14335
Kentvale Merchants Ltd.	Gas, small tools and trimmer parts	\$454.04	14336
Lyons TIM-BR Mart	Electric chainsaw (CEPG grant) and building maintenance	\$564.99	14337
Minister of Finance	July policing	\$6,529.77	14338
Minister of Finance - Highway Corridor	Hwy Township sign	\$770.00	14339
Tulloch Engineering Inc.	August building inspections & mileage	\$1,008.64	14340
Valley Blades Limited	Snow plow wing blades (tender)	\$815.16	14341
Wanita Barber	September cleaning	\$105.00	14342
VOID	Printing error		14343
Algoma Office Equipment	September photocopier contract	\$178.66	14344
Algoma Power Inc.	August power	\$348.31	14345
EncompassIT.ca	IT support, wireless mous & keyboard x2	\$377.99	14346
ICONIX Waterworks LP	Road signs	\$261.93	14347
Karhi Contracting Inc.	Cemetery topsoil	\$737.27	14348
Minister of Finance	Remainder of June policing	\$331.32	14349
Equitable	September Premiums	\$2,494.46	Auto payment
Britney MacKay	Reimbursement for mileage-bank/post office	\$212.76	AFT
Payroll	Payroll September 1-15, 2025 (includes 2.5hr admin OT)	\$8,619.03	AFT
Payroll	Payroll September 16-30, 2025 (includes 2.5hrs admin OT)	\$8,378.79	AFT
OMERS	Pay Equity pension contributions (missed in July)	\$3,549.55	AFT
Rod Wood	September council honourarium	\$200.00	AFT
Brant Coulter	September BLEO hours and mileage	\$144.72	AFT
Bob Hope	September Fire Chief honourarium	\$200.00	AFT
NCU Visa	September Statement - office supplies, roads cell phone, shop tools, internet, Fire Dept. bbq, registered mail & Emergency Preparedness supplies (CEPG grant funding)	\$7,813.81	Online payment
Total:		\$93,762.87	