

THE CORPORATION OF THE TOWNSHIP OF HILTON

A G E N D A

Regular Meeting of Council

July 8, 2026 – 7:00 pm

Council Chamber - Hilton Township Municipal Building

1. Call to Order
2. Declarations of Pecuniary Interest
3. Motion to Accept Agenda as presented
4. Delegations:
 - a. Ms. Barbara Church regarding playground equipment removal at Big Point Park
5. Approval of Minutes
 - a) Regular meeting of June 10, 2026
 - b) Closed meeting of June 10, 2026
6. Roads/Public Works
 - a) Road Superintendent Updates
 - b) MEMO: Sale of Surplus Equipment Update
 - c) MEMO: Fleet Insurance
 - d) Staff Report CR-2026-07-08-PUD: Parks Updates
 - e) Discussion Regarding Twin Lakes Park- Requested by Councillor Mike Trainor
7. Fire/Emergency Management
 - a) Accept \$200 Donation on behalf of Hilton Union Fire Department
8. Building/By-Law Enforcement
 - a) Building Permit Fees Collected vs Costs Incurred
 - b) Staff Report CR-2026-07-08-BWP: Building Without a Permit
9. Planning
10. Cemetery
 - a) MEMO: Update regarding Cemetery Parking
11. Administration
 - a) Staff Report DR-2026-07-08-CAJC: Compliance Audit Joint Committee
 - b) Staff Report DR-2026-07-08-CYB: Clean Yards By-law
 - includes new draft by-law and previous for reference
 - c) MEMO: Library Box Donations
 - d) Donations for 2026
 - e) Unofficial List of Nominations
 - f) Confirmatory By-Law of Personnel Committee Meeting held on June 23, 2026
 - g) Confirmatory By-Law of Personnel Committee Meeting held on July 8, 2026

12. Correspondence

- a) Hilton Township July 2026 Newsletter
- b) Correspondence from MMAH regarding an amended regulation under the Planning Act
- c) Correspondence from the St. Joseph Island Pioneer Museum- Request for Support

13. Expenditures

- a) June 2026 Payment Voucher

14. Confirmatory By-law

15. Adjourn

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES

Regular Meeting

June 10, 2026

7:00 p.m.

Present: Reeve Rodney Wood
Councillor Dave Leask
Councillor Mike Trainor
Councillor Mike Garside

CAO/Clerk-Treasurer Sara Dinsdale
Deputy Clerk-Treasurer Britney MacKay
Road Superintendent/Public Works Foreman Dan See

Absent: Councillor Janet Gordanier

The meeting was called to order at 7:01 pm.

There was no pecuniary interest declared.

Resolution 2026-113

Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the agenda for June 10, 2026. *CARRIED*

Resolution 2026-114

Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the regular council meeting of April 15, 2026. *CARRIED*

Resolution 2026-115

Moved: Mike Trainor

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the regular council meeting of May 13, 2026. *CARRIED*

Road Superintendent/Public Works Foreman Updates

- The new truck has been picked up and is in use. The Township decals have been placed on the doors and tailgate.
- The reversable plow that was ordered has arrived and will be ready for use in the fall/winter.
- The Township's seasonal part-time employee returned on Monday, June 15, 2026.

Corporation of the Township of Hilton
Minutes-June 10, 2026, Cont'd

- Cleanup efforts have continued at the Municipal Office property, and the township received a small pay back for a load of scrap steel.
- Grass cutting and cleanup at the Grace United Cemetery has been taking place.
- Patching and road maintenance efforts have begun and will continue throughout the summer.
- Concerns regarding beaver activity on Hamilton Bay Road continue. Mr. See advised that the individuals that had previously expressed interest in trapping the beavers have not yet done so he is looking for an alternate solution as waiting much longer is not an option. Mr. See has obtained pricing from other trappers at approximately \$100/beaver. Mr. See was asked by Reeve Rodney Wood if he would consider obtaining a trapping licence for the benefit of the township in order to take care of nuisance beaver and Mr. See advised that he would consider it if necessary. Trapping courses usually start in the fall, and it will be explored.
- Councillor Mike Trainor advised that he knows qualified individuals and would reach out to them to request interest in the removal of the current nuisance beavers.
- Sweeping of intersections have commenced using the power broom that was purchased a few weeks ago. The power broom allows more efficient clean up in a timelier manner.
- Councillor Mike Trainor graciously donated an old tank to the Township to be used to hold cold mix.

A discussion took place regarding whether to declare the old pick up truck as surplus and sell it. It was mentioned that the Township may be eligible for fleet insurance if kept. Mr. See mentioned that it will need some repairs including brakes, body work and it burns oil; however, it was agreed that keeping it may be practical. Staff will inquire about fleet insurance.

Council reviewed the Hilton Union Fire Board Meeting Minutes of February 25, 2026.

A donation made to the Hilton Union Fire Department was received on behalf of them to be allocated to the 2026 Fire Department Budget

Resolution 2026-116

Moved: Mike Trainor

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the donation of \$100.00 from Mr. Roger Garside, with the funds to be directed to the Hilton Union Fire Department.

CARRIED

Council received a recommendation from the Hilton Union Fire Board to increase the Fire Reserve Fund allocations to \$20,000.00 per municipality for 2026. Council discussed that this allocation should be reviewed yearly with the budget.

Resolution 2026-117

Moved: Mike Garside

Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to Hilton Union Fire Board's recommendation to increase the Fire Reserve Fund allocation to \$20,000.00 each in 2026.
CARRIED

The Hilton Union Fire Department's budget was reviewed by Council, along with the recommendation from the Board to approve it.

Resolution 2026-118
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the 2026 Hilton Union Fire Department Budget with a total revenue of \$112,178.18. *CARRIED*

Council reviewed the 2026 Building Permit Fees Collected vs. Costs Incurred summary to date. It was noted that, unlike previous years, the Township is not currently operating at a deficit with respect to building permit fees collected vs costs incurred.

Council received Staff Report CR-2026-03-10-BWP titled Building Without a Permit-Garside Road. The report explained that a new property owner received a notice to contact and arrange with the Building Inspector a site visit regarding a structure that was erected at his property located on Garside Road. The site visit is to determine whether the new structure requires a building permit and entrance permit. The report explained that to date, Mr. Glen Irwin, Chief Building Official attended the property on May 15, 2026 and again on May 20, 2026 to leave a note requesting that the property owner call him; however, no contact has been made.

Council discussed next steps and recommended that Mr. Irwin send a registered letter requesting the property owner to contact him no later than July 15, 2026.

Resolution 2026-119
Moved: Mike Garside
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report CR-2026-06-10-BWP titled Building Without a Permit-Garside Road;

AND THAT Council directs staff to request the Building Inspector to send a registered letter requesting to contract him regarding property located at CON 8 Lots 4&5 on Garside Road with a deadline of July 15, 2026. *CARRIED*

Council received a Staff Report regarding a request to provide any recommendations or amendments of the Comprehensive Zoning By-Law to the St. Joseph Island Planning Board for the upcoming review and updates. Councillor Dave Leask noted that the zoning-by-law reviews for the new official plan will not be completed until the new year.

Resolution 2026-120
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report CR-2026-06-10-ZBR titled Zoning By-Law Review;

AND THAT Council direct staff to provide each member of Council with an opportunity to review the Comprehensive Zoning By-Law and submit any recommended amendments or provisions to the CAO/Clerk-Treasurer for compilation and subsequent submission to the St. Joseph Island Planning Board. *CARRIED*

Council reviewed a straight line survey of the portion of the shore road allowance adjacent to Lot 27 & 28, Plan H608 of Big Point Road in relation to an application to purchase that was reviewed and approved in principal. The CAO/Clerk-Treasurer provided additional information from Mr. Mike Jagger, Secretary-Treasurer for the St. Joseph Island Planning Board after his review of the survey. Mr. Jagger explained via email that *"perhaps a site inspection should be conducted by either the Road Superintendent or a member of Council to verify that the shore road allowance is not subject to flooding."* Council considered Mr. Jagger's recommendation and decided that a site inspection would not be necessary.

Resolution 2026-121
Moved: Mike Trainor
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the straight-line survey prepared by Monument-Urso Surveying Ltd., Ontario Land Surveyor, dated June 4, 2026, for the portion of the original shore road allowance adjacent to Lot 27 and Lot 28, Plan H608, submitted in support of the application to purchase the shore road allowance;

AND THAT Council direct staff to advise the surveyor to proceed with registration of the survey and to provide seven (7) copies of the written legal description and seven (7) copies of the Reference Plan, in a form satisfactory to the Municipality and the Ministry of Natural Resources;

AND THAT staff be directed to request the required non-refundable deposit in the amount of \$250.00 per property from the applicant;

AND THAT staff be directed to proceed with the circulation of public notices to all agencies and parties as required by legislation once the deposit and copies of the survey and reference plan are received by the Township;

AND FURTHER THAT Council direct staff to proceed with the necessary steps to schedule a public meeting to hear any comments or objections regarding the proposed shore road allowance purchases.*CARRIED*

Council reviewed the updated poster for the rescheduled Grace United Cemetery Clean-Up, which was postponed due to weather conditions. The event is now scheduled for Saturday, June 13, 2026, from 10:00 a.m. to 12:00 p.m., weather permitting. The poster advises residents to consult the Township website for updates or cancellations.

A Staff Report regarding cemetery parking was reviewed by Council. The report indicated that upon consultation with Mr. Dan See, Road Superintendent/Public Works Foreman, that filling the ditch located outside of the cemetery gates with gravel would create a safe area for vehicles to park off the road. There are no drainage or safety concerns.

Resolution 2026-122
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report DR-2026-06-10 titled Cemetery Parking;

AND THAT Council authorizes staff to proceed with the purchase of gravel to fill the ditch located outside the Grace United Cemetery gates to provide safe off-road parking for cemetery visitors. *CARRIED*

A Staff report regarding playground equipment and the outhouse located at Big Point Park was received by Council and discussed. The report included information regarding the Township's obligations to comply with applicable Canadian Playground Safety Standards, Public Health Standards, Ontario Building Code Requirements, and accessibility requirements and previous relevant excerpts from minutes that pertained to discussions of Big Point Park. Previous Council meeting minutes indicate that there have been ongoing discussions regarding playground equipment and structures located at Big Point Park, including concerns related to upgrading or replacing equipment on property not owned by the Township. Concerns have also been expressed regarding the use of taxpayer funds, ongoing maintenance obligations, and liability exposure associated with recreational equipment and park structures.

The Lease Agreement between the Township of Hilton and the Ministry of Natural Resources was included in the report along with correspondence received from the Township's insurance provider regarding risk management and liability obligations. Multiple items were discussed including the existing playground equipment located at Twin Lakes Park and Big Point Park, the existing outhouse at Big Point Park, and the installation of a tetherball at Big Point Park. A Canadian Certified Playground Safety Inspector (CPSI) is recommended in order for the Township to properly assess existing equipment conditions, identify hazards, determine compliance concerns related to risk management and liability insurance expectations. The cost is approximately \$1500 for the Road Superintendent/Public Works Foreman to enroll into the course and an estimate of \$500 per park for an inspection was received from a certified playground inspector.

The report's information regarding the installation of a tetherball. Installation by a qualified contractor experienced in recreational equipment installations is recommended to reduce liability exposure and satisfy insurance expectations. Approximate costs for installation are \$1500 plus \$220 for the tetherball

equipment. According to the Integrated Resource Management Technical Specialist with the Ministry of Natural Resources, prior to approval of the installation of a tetherball, a site plan and photographs identifying the proposed installation location are required prior to approval of the tetherball installation. The Township's Insurance provider confirmed that the tetherball may be added to the Township's Liability coverage following installation and compliance with safety requirements. They also provided a list of recommended concerns and practical mitigation measures to follow.

The report's information regarding the outhouse located at Big Point Park explained that according to Algoma Public Health if replacement of the existing outhouse with the same class 1 privy (earth pit privy) that a certified sewage installer is required to perform an inspection to determine if it meets public health requirements or whether remediation is required. An alternate solution is to decommission the existing outhouse and determine a location for a vault privy. The cost for the inspection is expected to be approximately \$1500. The cost of a vault privy has not been determined; however, further costs for maintenance and emptying the vault would remain the Township's responsibility. Prior to any work commencing, approval will be required from the Ministry of Natural Resources by submitting a site plan and photographs.

Council discussed removing the playground equipment from Big Point Park as maintaining or replacing it will be a cost to the Township. Being that the Park does not belong to the Township, the risk of the MNR selling the park or cancelling the lease agreement is a potential risk and any structure including funds put into the park would be a loss. There was also a discussion regarding the need for an outhouse at Big Point Park. Although there is no obligation to have one located there, some members felt that there should continue to be one.

Resolution 2026-123
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report CR-2026-06-10-PRK titled Playground Equipment and Outhouse;

AND THAT Council does acknowledge the Township's responsibilities under Lease Agreement No. 9748 with the Ministry of Natural Resources respecting the operation, inspection, maintenance, and safety of structures and recreational equipment located at Big Point Park;

AND THAT Council does acknowledge the Township's obligations to comply with applicable Canadian playground safety standards, public health requirements, Ontario Building Code requirements, and accessibility requirements for recreational structures and sanitary facilities located with the Township Parks;

AND THAT Council authorizes staff to proceed with organizing a certified playground inspection at Twin Lakes Park and to report back to Council with inspection findings for consideration;

AND FURTHER THAT Council directs staff to organize the removal of disposal of the existing playground equipment at Big Point Park due to considerations related to cost, risk management, park ownership, applicable safety standards and insurance and liability requirements. *CARRIED*

Resolution 2026-124

Moved: Mike Garside

Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does direct staff to prepare and submit the necessary site plan and photographs of the installation site of a tetherball and a new outhouse with a holding tank to the Ministry of Natural Resources for approval as per Lease agreement No. 9748. *CARRIED*

Resolution 2026-125

Moved: Dave Leask

Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON authorizes Mr. Dan See, Road Superintendent/Public Works Foreman to enroll into the on-line Canadian Playground Safety Institute certification course at a cost of \$1500.00. *CARRIED*

Council reviewed the draft 2025 audit completed by BDO Canada LLP. The documents included were the engagement letter, representation letter, consolidated financial statements and the Hilton Union Fire Department Financial Information.

Resolution 2026-126

Moved: Mike Garside

Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the financial statements of 2025 drafted by BDO Canada LLP. *CARRIED*

Council entered into public meeting to allow for comments regarding the draft 2026 Municipal Budget.

Council received Staff Report DR-2026-06-10-DB regarding details of the proposed draft 2026 budget and taxation. Council reviewed the proposed draft 2026 budget, OPTA Tax Analysis, tax impact summary and tax rate summary. Since the Township will enjoy a municipal levy increase of \$6,872 due to new construction and building assessments, the proposed combined municipal tax rate for 2026 is .01110391, which represents maintaining the 2026 tax rate at the 2025 level. The report also included information regarding the NORDS grant program. The Township will receive \$63,596.96 in 2026 to be deferred for future projects. Council agreed to a transfer of \$11,700.00 from the Parks Reserve account to accommodate playground equipment inspections at Twin Lakes and Big Point Park, installation of a tetherball at Big Point Park, and the replacement of the outhouse at Big Point Park. Other notable items included in the report were an increase from \$10,000.00 to \$20,000.00 to the Hilton Union Fire

Department's reserve fund, \$38,000 in funding was received by the Pothole Prevention and Repair Program, elections training costs for staff, replacement of retired laptops and small renovations such as paint and flooring in the Municipal office and Council chambers are included. Replenishing of the Succession Planning reserve fund will begin again in the amount of \$2000, and a transfer from the Roads Equipment Reserve fund in the amount of \$78, 170.91 for the Township's new public works department pickup truck will take place.

It was noted by Council that the Fire Department's reserve fund allocation should be reviewed each year. There were no comments from public attendees regarding the proposed budget.

Resolution 2026-127
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adopt the 2026 Municipal budget with a total revenue of \$1,541,358.20. *CARRIED*

Resolution 2026-128
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does give first, second and third and final reading and pass By-Law No. 1511-26; being a by-law to provide for the adoption of the current estimates and tax rates and to further provide for penalty and interest in default of payment thereof for 2026. *CARRIED*

A staff report regarding staff education updates and an AMCTO Zone Meeting was received by Council. The report explained the educational status of both office employees. Ms. Britney MacKay, Deputy Clerk-Treasurer has successfully completed her second course in the Municipal Administration Program (MAP) with a final grade of 86.12% and will be enrolling in her third course in the fall. Ms. Sara Dinsdale, CAO/Clerk-Treasurer has successfully completed her fourth course in the MAP program with a final grade of 88.82%. This completes the MAP program, and a certificate of completion will be received from AMCTO.

The report also included information pertaining to an upcoming AMCTO Zone meeting held in Killarney Ontario. Topics included in the workshop are related to elections, governance matters, and council orientation and procedural by-law. A portion of the costs for this workshop can be allocated to elections training.

Resolution 2026-129
Moved: Mike Trainor
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report CR-2026-06-10-EDU titled Staff Education Updates and AMCTO Zone Meeting;

AND THAT Council does authorize Ms. Dinsdale, CAO/Clerk-Treasurer and Ms. Britney MacKay, Deputy Clerk-Treasurer to enroll in the AMCTO Zone meeting held in Killarney Ontario Thursday, September 24 and Friday, September 25, 2026. *CARRIED*

A review of By-Law No. 608; being a by-law to prohibit and regulate the use of land within the Township for dumping or disposal of garbage, refuse, domestic or industrial waste, and storage and wrecking of used motor vehicles took place. Included with the review was a draft of a new Property Standards By-Law which established broader standards for the maintenance and occupancy of property throughout the Township. A Staff Report that explained the difference between an amendment of the existing by-law as opposed to adopting a comprehensive property standards by-law was reviewed. The report included information regarding including a set-fine schedule. Council preferred the option of an amendment to the existing by-law to maintain the original intent. Councillor Dave Leask mentioned that a property standards committee may need to be established. Staff was asked to explore it and provide information at the next Council meeting.

Resolution 2026-130
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report DR-2026-06-10-PSB titled Property Standards By-Law;

AND THAT Council directs staff to amend the existing by-law No. 608, maintaining the original intent of the by-law; while incorporating updated definitions and administrative procedures, modern enforcement and compliance measures, clear offence provisions and approved set-fines;

AND FURTHER THAT the draft amendment be presented to Council for review and consideration.
CARRIED

Council reviewed the May 2026 expenditures.

Resolution 2026-131
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the payment of Township bills for the month of May 2026 in the amount of \$123,001.42 as per the attached payment voucher. *CARRIED*

Resolution 2026-132
Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does move into closed session at 9:08 pm in accordance with The *Municipal Act section 239 (2)(b)* personal matters about an identifiable individual regarding a by-law complaint received by a ratepayer.

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 2026-133

Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does return to open session at 9:27 pm. *CARRIED*

Resolution 2026-134

Moved: Mike Garside

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does pass by-law No. 1512-26; being a by-law to confirm proceedings of this meeting. *CARRIED*

Resolution 2026-135

Moved: Mike Trainor

Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adjourn at 9:29 pm. Council to meet again at the Hilton Township Municipal Office on Wednesday, July 8, 2026 at 7:00 p.m. or at the call of the Reeve. *CARRIED*

Rod Wood, Reeve

Sara Dinsdale, CAO/Clerk-Treasurer



Memo

Subject: Sale of Surplus Equipment Update
Prepared by: Britney MacKay, Deputy Clerk-Treasurer

Meeting Date: July 8, 2026
Regular Council Meeting

The Township's flail mower and 5' x 7' utility trailer were advertised for sale by sealed bid in June through SooToday, the Island Clippings, and the Township's website. The bid submission deadline was Friday, June 26, 2026, at 4:00 p.m.

The Township received four (4) sealed bids for the flail mower prior to the closing deadline. All bids were reviewed and confirmed that the established criteria was met. The highest bid, in the amount of \$1001.00 (taxes included), was accepted, and payment was received on July 2, 2026.

No bids were received for the 5' x 7' single axle utility trailer. The trailer has since been re-advertised in the Island Clippings, on the Township's website, and on Kijiji. The new bid submission deadline is Friday, July 17, 2026, at 4:00 p.m. with an asking price of \$2000.00 or best offer.



Memo

Subject: Fleet Insurance
Prepared by: Britney MacKay, Deputy Clerk-Treasurer

Meeting Date: July 8, 2026
Regular Council Meeting

The Township's Insurance provider, Northern Insurance Brokers was contacted regarding the possibility of retaining the 2011 Chevrolet pickup truck in order to qualify for a reduced rate under a fleet-rated policy.

Northern Insurance Brokers advised that the Township's insurance rating cannot be changed to a fleet rating mid-term. However, upon renewal of the insurance policy in March 2027, a premium reduction will be applied if the Township continues to insure a minimum of five (5) vehicles under this policy. The reduction will not be known until the renewal date.

The insurance paid for the 2011 truck for 2026 is \$1,766. Additionally, the insurance for the new pickup truck is \$1,846 for the remaining 9.5 months of the policy.



Staff Report: CR-2026-07-08-PUD
Subject: Parks Updates
Prepared by: Sara Dinsdale, CAO/Clerk-Treasurer

Meeting Date: July 8, 2026
Regular Council Meeting

Background

At the regular Council meeting held on June 10, 2026; Council directed staff to organize a certified playground equipment inspection at Twin Lakes Park and the removal and disposal of the existing playground equipment at Big Point Park due to considerations related to cost, risk management, park ownership, applicable safety standards and insurance and liability requirements.

Council also directed staff to prepare and submit the necessary site plan and photographs of the installation site of a tetherball and a new outhouse with a holding tank to the Ministry of Natural Resources for approval as per Lease agreement No. 9748.

In addition, Council authorized Mr. Dan See, Road Superintendent/Public Works Foreman to enroll into the on-line Canadian Playground Safety Institute certification course.

Status Updates

Twin Lakes Park Playground Equipment

The playground equipment located at Twin Lakes Park was inspected by a Canadian Certified Playground Inspector from CRCS Recreation. The inspection report is attached.

Big Point Park Playground Equipment

The playground equipment was removed from Big Point Park and disposed of.

Big Point Park Tetherball and Outhouse

A permission request accompanied with a site plan and photographs indicating where the proposed area to install a tetherball and a new outhouse with a holding tank were submitted to the Ministry of Natural Resources on June 22, 2026. On June 24, 2026, a phone conversation between the CAO/Clerk-Treasurer and the District Supervisor at the Ministry of Natural Resources took place. The CAO/Clerk-Treasurer was informed that upon approval of the tetherball installation and the replacement of the outhouse, that a letter of authority will be received by the Township mid-August or later. The District Supervisor stated that the letter will indicate that the installations are required to meet all applicable legislation, building standards and health and safety standards.

Further discussions with the District Supervisor included whether the existing Lease Agreement could be amended to provide the Township with greater assurance when investing funds into the park, without concern that the Ministry may, at some point, sell the property or terminate the lease. The District Supervisor advised that the current agreement is considered a long-term lease, noting that many Ministry lease agreements are issued for fixed terms. It was further explained that the provisions contained in the existing agreement are standard Ministry practice and are intended to allow the Ministry to re-claim the



property if it is determined that the lands are not being maintained to the Ministry's required standards. The Township has received an application to purchase the property if desired. All costs including a certified land survey, legal costs and sale costs would be the responsibility of the Township.

Enrollment into the Canadian Playground Safety Institute Certification Course

Upon further consideration of enrolling in the online Canadian Playground Safety Certification Course, Mr. See has recommended that Council may wish to reconsider proceeding due to potential liability concerns. Mr. See advised that if he obtains the certification and subsequently conducts playground inspections on behalf of the Township, the responsibility and liability associated with those inspections would rest with the Township and Mr. See directly. He suggested that Council carefully consider whether assuming this responsibility is in the Township's best interest or whether continuing to retain the services of a qualified third-party playground inspector would provide greater risk management. Certification needs to be renewed every three years. Since Twin Lakes playground equipment was inspected in 2026, enrollment into the course wouldn't be necessary until 2027.

Recommendations:

THAT Council receive Staff Report CR-2026-07-08-PUD titled Playground Updates;

AND THAT Council consider whether the purchase of Big Point Park is in the best interest of the Township;

AND FURTHER THAT Council consider whether enrolment of Mr. See, Road Superintendent/Public Works Foreman into the Canadian Playground Safety Certification Course is in the best interest of the Township.

Inspection Report for Hilton Township- Twin Lakes Playground

June 27th,
2026

This inspection is valid for work which was Specifically requested. All reports are the result of work performed in conformance with applicable specifications and standards to the best of our ability and intent. However, Melissa Sheridan will not be responsible for deviations within the normal limits of accuracy in accordance with practices.

Play Space & Equipment Inspection Report

Hilton Township- Twin Lakes Playground



Customer:	Hilton Township
Location:	Twin Lakes Park, Reid Road
Date of Inspection:	June 24 th , 2026, 26 Degrees, Sunny
Inspected By:	Melissa Sherida, CPSI
Size of Area:	Irregular
Site Description:	Playground is located close to the road at a beach area
Manufacturer of Equipment:	Unknown
Age Group:	18 months- 5 years, 5 years to 12 years
Installation Date & Model #:	Unknown
Equipment:	2 Swing Sets, See Saw, Freestanding Slide
Standard Used:	Children's Play Space CSA Guideline Z614:20
Customer:	Hilton Township
Address:	2983 Baseline Road, Hilton Beach, ON, P0R 1G0
Contact:	Sara Dinsdale
Phone:	705-246-2472

Inspection Results Section:

Inspection Item	Complies with CSA			Comments/Details	CSA Clause or Chapter	Hazard ID	Picture. #
	Yes	No	N/A				
Materials		X		Wood is starting to rot, splinters, swing seats are deteriorating, missing bolts on swings, missing bolts on slide, vinyl on swing chains is deteriorating	7.1	A	3,5,7,12,14,15,19,21,22,27
Installation		X		Three swing seats are installed in the same swing bay, concrete footings exposed, incorrect bolts for swings, swing chains are too long	8.1	A	10,13, 17,32
Structural Integrity		X		The slide in not properly anchored to footings	9.2	B	28,29
Surfacing		X		Safety Surfacing does not meet the required 12” depth	10.4.3	A	16
Head & Neck Entrapment		X		The spacing between the vertical spindles allow for the head entrapment	12.2	A	20
Sharp Pts. & Protrusions		X		Wood Splinters from wood deterioration	12.0	A	33,34,35
Entanglement	X			No Faults Noted	12.4		
Crush or Shear Pts.	X			No Faults Noted	12.5		
Access/Egress	X			No Faults Noted	13.0		
Play Space Layout		X		Swing does not have the proper safety zone. It is installed to close to a tree, See Saw required 6’ clearance in all directions	14.2	A	1,9,18
Climbers			X	No Faults Noted	15.2		
Slides		X		Burn holes in the slide, incorrect mounting, missing hardware	15.5	A	23,24,25,26,31
Swings		X		Incorrect hardware to attach the chains to the top bar, swing leg is bent	15.15	A	2,4,6,8,11
Identification & Info		X		Owner signage does not address hours or identify the address	16.1	C	

Hilton Township- Twin Lakes Playground

Picture 1



Picture 2



Picture 3



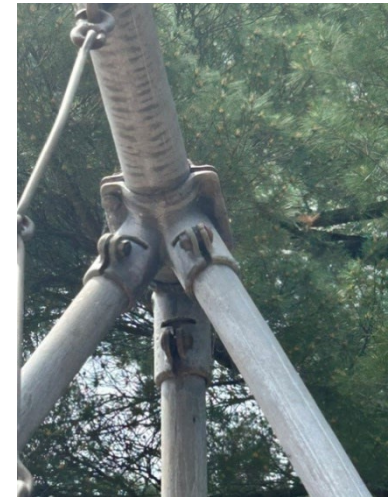
Picture 4



Picture 5



Picture 6



Hilton Township- Twin Lakes Playground

Picture 7



Picture 8



Picture 9



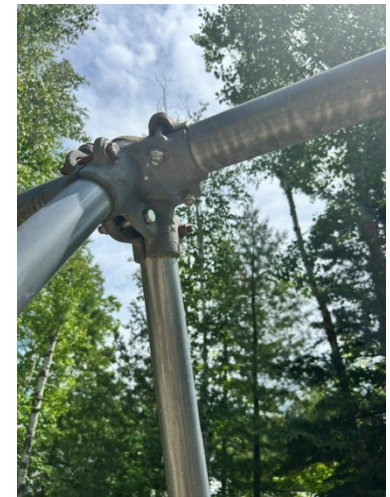
Picture 10



Picture 11



Picture 12



Hilton Township- Twin Lakes Playground

Picture 13



Picture 14



Picture 15



Picture 16



Picture 17



Picture 18



Hilton Township- Twin Lakes Playground

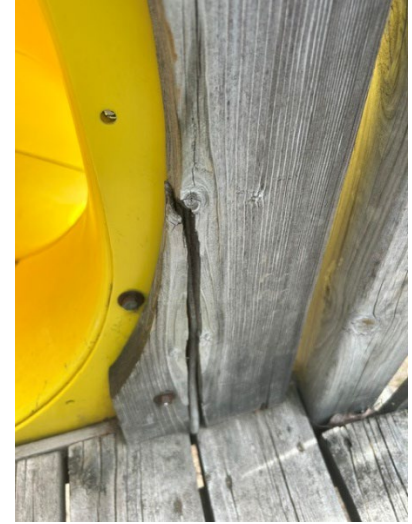
Picture 19



Picture 20



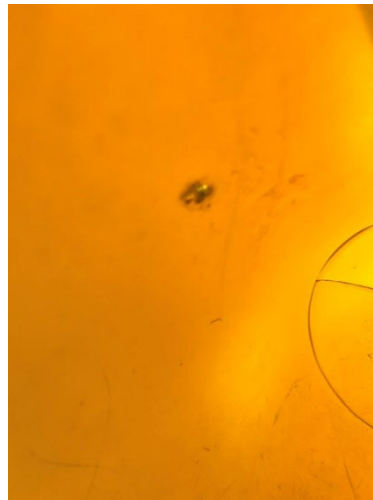
Picture 21



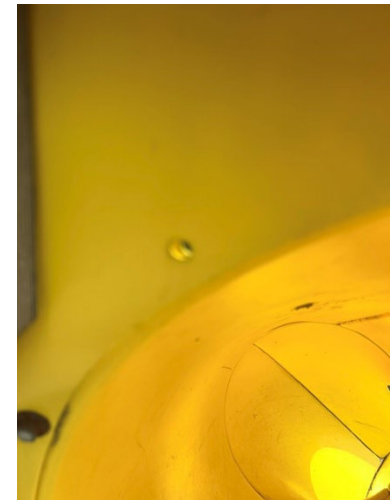
Picture 22



Picture 23



Picture 24



Hilton Township- Twin Lakes Playground

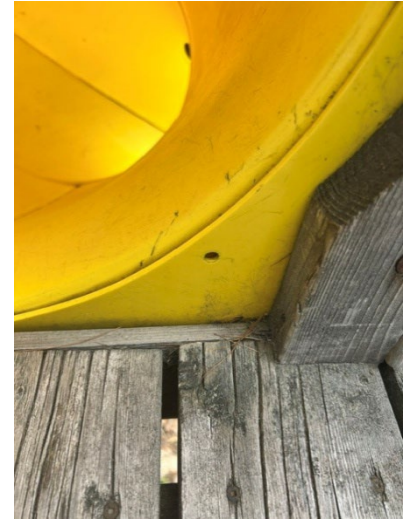
Picture 25



Picture 26



Picture 27



Picture 28



Picture 29



Picture 30

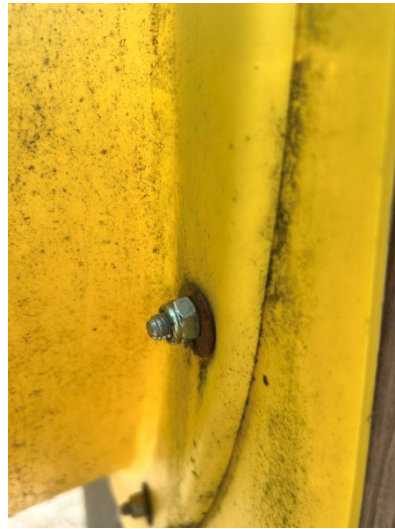


Hilton Township- Twin Lakes Playground

Picture 31



Picture 32



Picture 33



Picture 34



Picture 35



Conclusions & Recommendations Section

The playground is old and is in poor condition.. A regular maintenance program to remove debris and vegetation from the sand area would be beneficial to extending the lifetime of the surfacing.

Surfacing

Surfacing is contaminated and extremely low. Vegetation and debris are present in the safety zone. There larger swing set is installed too close to a tree and doesn't allow for the non encroachment zone.

Recommend all pieces of equipment have the proper safety zones

Recommend ensuring that the safety zone has 12" of soft screened surfacing

Slide

The ramp to the slide has movement and isn't structurally sound. There are head entrapments between the vertical spindles on the rails. The wood is deteriorating and have splinters and signs of rot. There is hardware missing in the panel that attaches to the tube slide. The slide legs are not anchored into a concrete footing.

With the age of the structures and the amount of deficiencies listed on the report, the cost to bring the structure up to code would be costly and in line with the cost of a new structure. My recommendation is to shut down the structure to avoid any serious injuries and to remove it.

Swing (4 Seat)

The swing seats are old and deteriorating. The material is sticky in some areas from the breakdown due to heat. The excess chain is folded over. There are bolts that are too long and exceed 2 threads. Some hardware is missing or installed incorrectly. The vinyl coating on the chain is cracked and damaged

Recommend replacing the vinyl covered chain with galvanized chain

Recommend installing new swing seats to replace the ones that are deteriorating

Recommend replacing the incorrect hardware

Swing Set (3 Seat)

The Swing top bar is unusually high. The normal height for a top bar is 10'. This current topbar exceeds that height. There are 3 swing seats in the one bay. The additional hardware to attach the swing chain to the top bar is not recommended. The swing seats are deteriorating. There isn't sufficient space for the safety zone. The swing frame has a bent leg

Recommend removing one of the swing seats to comply with two seats in the bay as per the standard

Recommend replacing the belt seats that are showing signs of deterioration

Recommend lowering the height of the swings to eliminate the additional hardware to attach the swings

Recommend fixing the incorrect hardware

Hilton Township- Twin Lakes Playground

See Saw

The see saw is made of wood and showing signs of decomposition and rot. There are splinters present. There are cracks on the lower boards. The safety zone has vegetation and overgrowth. The concrete footing is exposed on the one leg. There is no impact absorbing bumper under the seats

Due to the age of the unit and the condition of the materials, my recommendation is to remove this piece of equipment.

Assessment & Comments on Area/Site

- Playground is located close to the road away from the water
- There are large trees present in the park along the edges of the property lines
- There is a swimming area and a gazebo with picnic tables present
- The owner signage does not list the address of the property
- Sand is the safety surfacing. There is no containment border
- There is an accessible walkway from the parking area to access the equipment

Type of Surfacing: Sand	Depth of Protectiveness: 2"
Containment of Protective Surfacing: No	Fall Height: 14"
Surfacing Compaction Present: Yes	Surface Hardpan Present: Yes
Surface Area Contamination Present: Yes	Surface Test Performed: No

Errors & Omissions

In preparing this report, Melissa Sheridan, assumes no liability whatsoever for any errors, omissions, or inaccuracies, either contained herein, or in the interpretation of the CAN/CSA-Z614-20, Children's Play Spaces and Equipment – a National Standard.

Please direct any questions or concerns to Melissa at 1-705-665-4865 or email us at melissa@crcsrecreation.ca.

Date: July 2nd, 2026

Inspector's Signature:

Melissa Sheridan

Melissa Sheridan

Twin Lakes Park



Twin Lakes Park



2026 Building Permit Fees Collected vs Costs Incurred

(re: Tulloch Services Jan 1 - Apr 30, Glen Irwin May 1 - Dec 31)

a/c 480100

a/c 525600

a/c 525610

Tulloch Engineering Inc. services

Month	Permit Fees Collected	Invoice Time Based	Invoice Mileage	Difference
January		257.45		257.45
February	3,125.10	655.33		-2,469.77
March	6,413.24	1,614.93	168.67	-4,629.64
April	5,120.22	304.26		-4,815.96

Glen Irwin, CBO, wages

Month	Permit Fees Collected	Costs	Mileage	Difference
May	905.86	901.00	506.88	502.02
June		265.00	68.40	333.40
July				0.00
August				0.00
September				0.00
October				0.00
November				0.00
December				0.00
	15,564.42	3,997.97	743.95	-10,822.50

Actual Net Cost to date 2026

4,741.92

Total Inspection and Mileage Costs

Historical FYI:

2026	15,564.42	4,741.92
2025	12,392.60	13,096.22
2024	7,247.00	11,559.00
2023	7,730.00	19,089.46
2022	5,695.00	13,131.71
2021	4,186.00	10,898.45
2020	3,885.00	13,951.98
2019	4,075.00	11,833.02
2018	2,420.00	6,269.23
2017	2,075.00	8,716.38
2016	1,570.00	4,165.25
2015	1,800.00	6,484.63
2014	2,325.00	7,436.83
2013	1,120.00	7,167.71

Actual Annual Cost:

-10,822.50

703.62

4,435.03

11,359.46

7,436.71

6,712.45

10,066.98

7,758.02

3,849.23

6,641.38

2,595.25

4,684.63

5,111.83

6,047.71



Clerk Report: CR-2026-07-08-BWP

Subject: Building without a Permit-Garside Road

Prepared by: CAO/Clerk-Treasurer Sara Dinsdale

Meeting Date: July 8, 2026

Closed Council Meeting

Background

At the regular meeting held on June 10, 2026, in open session, Council directed the Chief Building Official, Mr. Glen Irwin to send a registered letter requesting that the owner of the property located at CON 8 Lots 4&5 on Garside Road contact him no later than July 15, 2026 regarding the need to obtain a building permit for the structure that has been erected on the property.

Update

Mr. Glen Irwin, Chief Building Official for the Township of Hilton completed the correspondence on June 24, 2026, and the letter was sent via registered mail on June 25, 2026. The letter has not yet been received by the respondent.

Recommendation

THAT Council receive Staff Report CR-2026-07-08-BWP titled Building Without a Permit-Garside Road for information.



Memo

Subject: Update re: Cemetery Parking
Prepared by: Britney MacKay, Deputy Clerk-Treasurer

Meeting Date: July 8, 2026
Regular Council Meeting

The Roads Department arranged for seven (7) loads of gravel to be delivered to the roadside adjacent to Grace United Cemetery on June 22, 2026.

The gravel was used to fill the roadside ditch and created parking space for visitors to the cemetery. The improvements will also provide safer and more convenient access to the cemetery walking paths.





Staff Report: DR- 2026-07-08-CAJC
Subject: Compliance Audit Joint Committee
Prepared by: Britney MacKay, Deputy Clerk-Treasurer
Reviewed by: Sara Dinsdale, CAO/Clerk-Treasurer

Meeting Date: July 8, 2026
Regular Council Meeting

Background

Pursuant to Section 88.37 of the *Municipal Elections Act, 1996*, municipalities are required to establish a Compliance Audit Joint Committee before October 1 of an election year. The Committee shall consist of not fewer than three (3) and not more than seven (7) members.

Individuals are not eligible to serve on the Committee if they are:

- An employee or officer of the municipality or local board;
- A member of Council or a local board;
- A candidate in the election for which the committee is established; or
- A registered third party in the municipality for the election for which the committee is established.

During the 2022 municipal election, the Township of Macdonald, Meredith & Aberdeen Additional coordinated a Joint Compliance Audit Committee on behalf of the Central Algoma area municipalities. The Clerk at Macdonald, Meredith & Aberdeen Additional has contacted the members who served on the Committee in 2022, and all three (3) members have expressed an interest in serving on the Committee for the 2026 municipal election.

Analysis

The purpose of the Compliance Audit Committee is to consider applications submitted by eligible electors regarding a candidate's election campaign finances and determine whether a compliance audit should be granted. If an application is granted, the Committee appoints an auditor to conduct the audit and subsequently reviews the auditor's report to determine whether legal proceedings should be commenced under the *Municipal Elections Act, 1996*.

Participation in a joint committee allows municipalities to share administrative responsibilities and costs while ensuring compliance with legislative requirements.

Recommendation

THAT Council receive Staff Report DR- 2026-07-08-CAJC titled Compliance Audit Joint Committee;

AND THAT Council approves participation in the Compliance Audit Joint Committee with the Central Algoma area municipalities for the 2026 Municipal Election;

AND THAT Council authorizes the CAO/Clerk-Treasurer to execute any necessary agreements related to the establishment and operation of the Compliance Audit Joint Committee.



Staff Report: DR- 2026-07-08-CYB
Subject: Clean Yards By-Law
Prepared by: Britney MacKay, Deputy Clerk-Treasurer
Reviewed by: Sara Dinsdale, CAO/Clerk-Treasurer

Meeting Date: July 8, 2026
Regular Council Meeting

Background

At the Regular Council meeting held on June 10, 2026, Council directed staff to amend the existing By-law No. 608, being a by-law to prohibit and regulate the use of land within the Township for dumping or disposal of garbage, refuse, domestic or industrial waste, and storage and wrecking of used motor vehicles took place. Council requested that the amended by-law maintain the original intent.

During Council's discussion, the question was raised as to whether a Property Standards Committee would be required to administer and enforce the by-law. Council directed staff to research this matter and report back.

Analysis

Pursuant to section 127 of the *Municipal Act, 2001*, municipalities may enact a Clean Yards By-law that provides authority to address issues relating to debris, refuse, waste, and derelict vehicles located on private property. However, this authority does not extend to regulating the condition or maintenance of buildings. Under a Clean Yards By-law, any person who is served with an Order has the right to appeal the Order directly to Council.

Conversely, pursuant to section 15.1 and related provisions of the *Building Code Act, 1992*, a Property Standards By-law provides municipalities with broader authority to address the maintenance and occupancy standards of buildings and properties. When a municipality enacts a Property Standards By-law, a Property Standards Committee must be established to hear appeals.

As the proposed Clean Yard By-law is intended to maintain the original scope and intent of By-law No. 608 and does not regulate buildings or property standards under the *Building Code Act*, there is no legislative requirement for the Township to establish a committee.

Recommendation

THAT Council receive Staff Report DR-2026-07-08-CYB titled Clean Yards By-law;

AND THAT Council provide direction to staff regarding any revisions prior to the by-law being brought forward for adoption.

THE CORPORATION OF THE TOWNSHIP OF HILTON

BY-LAW NO. XXXX-XX

Being a by-law to prohibit and regulate the use of land within the Township of Hilton for dumping or disposing of any garbage, refuse or domestic or industrial waste of any kind, and prohibit the use of land within the Township of Hilton for storage and wrecking of used motor vehicles.

WHEREAS sections 10(2), paragraph 6, and 11(3), paragraph 1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorize municipalities to pass by-laws respecting the health, safety and well-being of persons and the protection of persons and property;

AND WHEREAS section 127 of the *Municipal Act, 2001* authorizes municipalities to require the cleaning and clearing of land;

AND WHEREAS section 128 of the *Municipal Act, 2001* authorizes municipalities to prohibit and regulate public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances;

AND WHEREAS section 131 of the *Municipal Act, 2001* authorizes municipalities to prohibit and regulate the use of land for the storage of used motor vehicles for the purpose of wrecking or dismantling them or salvaging parts from them for sale or other disposition;

AND WHEREAS section 446 of the *Municipal Act, 2001* authorizes municipalities to enter upon land, perform work required to bring the property into compliance with a by-law, recover the costs incurred, and add such costs to the tax roll;

AND WHEREAS the Council of the Corporation of the Township of Hilton deems it desirable to regulate the disposal and accumulation of waste and the storage of derelict vehicles within the Township;

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

1. SHORT TITLE

1.1 This By-law shall be cited as the "Clean Yards By-law".

2. PURPOSE

2.1 The purpose of this By-law is to regulate the dumping, disposal and accumulation of waste within the Township of Hilton, to prohibit unauthorized dumping, and to regulate the storage of inoperative or derelict vehicles in order to protect public health, safety, property values and the natural environment.

3. DEFINITIONS

3.1 "Appellant" shall mean a person who files an appeal regarding an Order.

3.2 "Council" shall mean the Council of the Corporation of the Township of Hilton.

3.3 "Derelict Vehicle" shall mean a vehicle that is inoperative, dismantled, wrecked, discarded, abandoned, unlicensed, or incapable of being lawfully operated on a highway. Excluding vehicles that are actively undergoing restoration, repair, or maintenance within a wholly enclosed building.

3.4 "Industrial Waste" shall mean any unwanted or residual material produced by manufacturing, mining, energy production, and agricultural processes.

- 3.5 "Notice of Appeals" shall mean a written request submitted to the Clerk by a person who has been served with an Order, requesting that Council review the Order and stating the reasons for the appeal.
- 3.6 "Officer" shall mean a Municipal By-law Enforcement Officer, Road Superintendent, Police Officer, or any person appointed by Council to administer and enforce this By-law.
- 3.7 "Order" shall mean a written notice issued by an Officer requiring a person to remedy a contravention of this By-law within a specified period of time.
- 3.8 "Owner" shall mean the registered owner of land and includes any person who manages, occupies, leases, or otherwise exercises control over the property.
- 3.9 "Refuse" shall mean any article, thing, matter, or material that:
- a) has been cast aside, discarded, or abandoned, whether of any value or not;
 - b) has been used up, in whole or in part, whether of any value or not; or,
 - c) has become obsolete, worn out, deteriorated, or incapable of being used for its intended purpose, whether of any value or not.
- 3.10 "Vehicle" shall include a motor vehicle, trailer, boat, motorized snow vehicle or other mechanical power-driven equipment.
- 3.11 "Waste" shall mean any debris, rubbish, refuse, sewage, effluent, discard, or garbage of a type arising from a residence, belonging to or associated with a house or use of a house or residential property and/or from industrial or commercial operation, or belonging to or associated with industry or commerce or industrial or commercial property, which for greater certainty includes all garbage, discarded material or things, broken or dismantled things, and materials or things exposed to the elements, deteriorating or decaying on a property due to exposure to the weather.
- 3.12 "Yard" shall mean land, other than publicly owned land, around and appurtenant to the whole or part of a building (and used, or capable of being used in connection with the building).

4. GENERAL STANDARDS

- 4.1 No land within the limits of the Township of Hilton is to be used for dumping or disposing of any garbage, refuse, or domestic or industrial waste of any kind except at the facilities lawfully authorized to receive such waste.
- 4.2 No person is to permit garbage, refuse, or domestic or industrial waste to accumulate on any land which they own or control within the Township of Hilton.
- 4.3 All garbage, refuse or domestic or industrial waste is to be disposed of only at facilities lawfully authorized to receive such waste.
- 4.4 Waste left from the erection, alteration or demolition of any building or structure within the Township of Hilton is to be disposed of at the facilities lawfully authorized to receive such waste.
- 4.5 Persons disposing of any waste at the Township Garbage Disposal Site shall pay any fees established by the Village of Hilton Beach.

- 4.6 No unauthorized person shall light any fire, or cause any fire to be lit, at the Township Garbage Disposal Site.
- 4.7 No person may dispose of any hot ashes containing live coals at the Township Garbage Disposal Site.
- 4.8 No person shall store or permit the storage of a derelict vehicle on any property within the Township except:
- a) within a wholly enclosed building; or
 - b) screened from public view by a fence, vegetation, or other visual barrier acceptable to the Officer;
 - c) within a lawfully established commercial or industrial operation authorized by the Township's Zoning By-law; or
 - d) as otherwise permitted by municipal by-law.
- 4.9 No motor vehicle, vehicle body, vehicle component, or vehicle part shall be disposed of at the Township Garbage Disposal Site.
- 4.10 This By-law does not apply to:
- a) lands actively used for agricultural purposes;
 - b) construction sites where a valid building permit has been issued and work is actively progressing.

5. INSPECTION AND ORDERS

- 5.1 An Officer may enter upon land at any reasonable time for the purpose of carrying out an inspection to determine compliance with this By-law in accordance with the Municipal Act, 2001, provided that no Officer shall enter a dwelling unit without consent of the occupant or pursuant to a warrant issued by a court of competent jurisdiction.
- 5.2 Where an Officer is satisfied that a contravention exists, the Officer may issue an Order requiring the owner or occupant to remedy the contravention within a specified period. An Order may be served personally, by registered mail, by regular mail to the owner's last known address, or by posting the Order in a conspicuous place on the property.
- 5.3 If the Order is not complied with, the Township may cause the work to be completed at the owner's expense.
- 5.4 Where the Township performs any work required under this By-law, all costs incurred by the Township, including administrative costs, may be recovered from the owner and may be added to the tax roll and collected in the same manner as municipal taxes.
- 5.5 No person shall hinder, obstruct, or interfere with an Officer carrying out duties under this By-law.

6. CONTRAVENTIONS AND PENALTIES

- 6.1 Every person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act, R.S.O. 1990, Chapter P.33*, as amended.

6.2 Every such penalty shall be recoverable under the provisions of the *Provincial Offences Act*.

7. SET FINES

7.1 The short form wording set out in Schedule “A” attached hereto shall constitute the offences designated for the purposes of proceedings commenced under Part I of the *Provincial Offences Act*.

8. SEVERABILITY

8.1 If any section, subsection, clause, or provision of this By-law is declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof, other than the provision so declared invalid.

9. CONFLICTS

9.1 Where a provision of this By-law conflicts with the provisions of another municipal by-law, federal or provincial Act or regulation, the provision establishing the higher standard to protect the health, safety, and welfare of the public shall prevail.

10. APPEALS

10.1 A person who has been served with an Order may appeal the Order to Council by filing a written Notice of Appeal with the Clerk within fourteen (14) days of service of the Order.

10.2 Upon receipt of a Notice of Appeal, the Clerk shall schedule the matter before Council and provide notice of the hearing to the appellant.

10.3 Council may confirm, modify, extend, or rescind the Order.

10.4 An Order remains in effect unless otherwise directed by Council.

10.5 The decision of Council shall be final.

11. ADMINISTRATION AND EFFECTIVE DATE

11.1 **THAT** Schedule “A” (Set Fines), attached hereto, shall form part of this By-law.

11.2 **THAT** By-law No. 608 is hereby repealed.

11.3 **THAT** this By-law shall come into force and take effect on the day of passing.

Read a first, second and third time and finally passed this XXXX, 2026.

Rodney Wood, Reeve

Sara Dinsdale, CAO/Clerk-Treasurer

THE CORPORATION OF THE TOWNSHIP OF HILTON

Schedule "A" to By-law No. XXXX-XX

Clean Yards By-law

PART I- Provincial Offences Act

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
1	Dump waste on land	s. 4.1	\$150.00
2	Permit waste accumulation	s. 4.2	\$150.00
3	Dispose of waste at unauthorized location	s. 4.3	\$150.00
5	Store derelict vehicle	s. 4.8	\$150.00
6	Dispose of vehicle at landfill	s. 4.9	\$150.00
7	Obstruct Officer	s. 5.5	\$150.00

NOTE: The penalty provision for the offences indicated above is Section 6 of By-law XXXX-26, a certified copy of which has been filed.

THE CORPORATION OF THE TOWNSHIP OF HILTON

BY-LAW NO. 608

Being a by-law to prohibit and regulate the use of land within the Township of Hilton for dumping or disposing of any garbage, refuse or domestic or industrial waste of any kind, and prohibit the use of land within the Township of Hilton for storage and wrecking of used motor vehicles.

WHEREAS the Municipal Act, R.S.O. 1990, Chapter M.45, Sec. 210(135), authorizes the Council of a municipality to pass by-laws for prohibiting or regulating and inspecting the use of land or structures within the municipality for dumping or disposing of garbage, refuse or waste;

AND WHEREAS the Municipal Act, R.S.O. 1990, Chapter M.45, Sec. 210 (136) authorized the Council of a municipality to pass by-laws for prohibiting or regulating and inspecting the use of any land or structure for storing used motor vehicles for the purpose of wrecking or dismantling them or salvaging parts thereof for sale or other disposal;

AND WHEREAS the Council of the Corporation of the Township of Hilton deems it expedient to pass such a by-law;

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

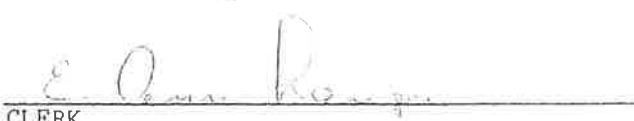
1. No land within the limits of the Township of Hilton is to be used for dumping or disposing of any garbage, refuse, or domestic or industrial waste of any kind except at the Garbage Disposal Site provided for such purpose by the Corporation.
2. No person is to permit garbage, refuse, or domestic or industrial waste to accumulate on any land which he owns or has under his or her control within the Township of Hilton.
3. All garbage, refuse or domestic or industrial waste is to be disposed of by dumping at the Township Garbage Disposal Site.
4. Waste left from the erection, alteration or demolition of any building or structure within the Township of Hilton is to be disposed of at the Township Garbage Disposal Site.
5. Persons disposing of any waste under part (4) of this by-law, may be required to pay a fee for the disposal of such waste at the Township Garbage Disposal Site.
6. No unauthorized person shall light any fire, or cause any fire to be lit, at the Township Garbage Disposal Site.
7. No person may dispose of any hot ashes containing live coals at the Township Garbage Disposal Site.
8. No person may use any lot in any zone for the parking or storage of any vehicle, or any part thereof, that is not in running order, or is not licenced and insured, except that one (1) such vehicle may be stored in a private garage or fenced area or behind a suitable natural buffer, and not visible from any road or property line, and not more than six (6) such vehicles may be stored in a garage in a Commercial or Industrial Zone.
9. For the purpose of this by-law, a motor vehicle which is not in running condition or is unsafe for operation, and is left parked on any street or road or other public land within the Township of Hilton, shall be considered stored for the purposes mentions in part (8) of this by-law and may, at the discretion of a Police Officer or the Township Road Superintendent or the Township By-Law Enforcement Officer, be removed and disposed of with the cost charged against the owner thereof.
10. No motor vehicle or body thereof is to be disposed of by dumping at the Township Garbage Disposal Site.

11. Any person or persons upon conviction of contravening any portion of this by-law shall be subject to a fine of not less than \$150.00 and not exceeding \$2,000.00, exclusive of costs.
12. Every such fine is recoverable as provided under the Provincial Offences Act.

Read a first and second time this 7th day of July, 1993.

Read a third and final time and passed this 7th day of July, 1993.


REEVE


CLERK



Memo

Subject: Library Box Donations

Prepared by: Britney MacKay, Deputy Clerk-Treasurer

Meeting Date: July 8, 2026

Regular Council Meeting

Staff would like to extend a sincere thank you to everyone who has donated books to the Township Library Box. Thanks to the generosity of our residents and visitors, the library box has quickly filled with a wonderful selection of reading material for the community to enjoy.

The Township encourages residents and visitors to continue using the library box by borrowing a book, returning it when finished, or donating gently used books to help keep this community resource well stocked and available for everyone.



Staff Report: CR-2026-07-08-DON
Subject: Donations for 2026
Prepared by: Sara Dinsdale, CAO/Clerk-Treasurer

Meeting Date: July 8, 2026
Regular Council Meeting

Background

Below is a list of donations that the Township has contributed to in the past two years, including what has been paid to date in 2026.

Donations GL 512720

	2024	2025	2026
CASS - Graduation	\$350.00	\$350.00	\$350.00
Crime Stoppers	\$250.00	\$250.00	\$250.00
Fishing Derby	\$500.00		\$500.00
Horticultural		\$350.00	
Lions Club	\$500.00	\$500.00	\$500.00
Matthews Memorial Assoc.		\$1,500.00	
Matthews - physician recruit.		\$1,500.00	
Police Retirees	\$200.00	\$200.00	\$200.00
St. Joseph Township Recreation		\$750.00	
Trefry (St. Joe)	\$2,000.00	\$2,500.00	\$2,500.00

Recommendations:

THAT Council receive Staff Report CR-2026-07-08-DON titled Donations for 2026;

AND THAT Council authorize staff to proceed with issuing donations for the remaining organizations that have not yet received their regular donations in 2026.



2026 MUNICIPAL ELECTIONS
UNOFFICIAL LIST OF NOMINATIONS FILED
FOR THE OFFICES OF REEVE/COUNCILLOR IN THE

TOWNSHIP OF HILTON
As at June 29, 2026

NAME	OFFICE
Mike Garside	Reeve
Gary MacDonald	Councillor

This is a list of candidates who have filed nomination papers.

These candidates have not yet been certified to run for office.

Per: Sara Dinsdale
Sara Dinsdale, CAO/Clerk-Treasurer



Hilton Township

July 2026 Newsletter



MUNICIPAL OFFICE

2983 Base Line, Hilton Beach
Phone: 705-246-2472
Website:
www.hiltontownship.ca
Email:
admin@hiltontownship.ca

Office Hours:
Monday, Wednesday, and Friday
9:00am to 4:30pm

The office will be closed
Monday, August 3rd for
for the Civic Holiday

Stay Informed:

- Visit the Township's website for up-to-date news, Council meeting minutes, meeting notices, by-laws, policies, and fillable forms.
- If you would like to receive the newsletter by email, please send your request to: britney@hiltontownship.ca



Senior of the Year - Charlie Nelson

Charlie Nelson's many contributions to Hilton Township and the Island community may often be made quietly, but they certainly do not go unnoticed. Always willing to lend a helping hand, Charlie has dedicated countless hours to supporting others and strengthening our community. His kindness, generosity, and commitment to helping those around him have made a lasting impact on residents throughout the Township and beyond. We at Hilton Township think you are "Top shelf!"



Hilton Landfill

IMPORTANT ANNOUNCEMENT

Starting August 1st, 2026, Landfill Tipping tickets **WILL NO LONGER BE SOLD AT THE LANDFILL**

Tickets can be purchased from:

- Village of Hilton Beach Municipal Office
- Hilton Township Municipal Office
- Hilton Beach General Store
- Island Timber Mart

Tickets will need to be pre-purchased prior to accessing the landfill site

NO charge for Kitchen refuse and recycling

Questions? Call 705-246-2242 or email info@hiltonbeach.com

Hilton Union Fire Department Reminders

During the summer months, please use caution when starting an outdoor fire. Before lighting a fire, consider the following:

- 🔥 Are there high winds in the area?
- 🔥 Has it been a while since we received rain, leaving conditions dry?
- 🔥 Is it foggy, preventing smoke from dispersing properly?
- 🔥 Is a fire ban currently in effect within the Township? (check website or Township office sign)

Remember, weather and environmental conditions can change quickly. Always ensure your fire is attended at all times, keep a means of extinguishment nearby, and fully extinguish the fire before leaving the area.



Haven't filled out your 2026 Census questionnaire yet? It only takes a few minutes and makes a big difference. Complete yours today at www.census.gc.ca.



Library Box

There is now a library box located outside of the Municipal Office. All residents and visitors are encouraged to borrow a book, leave a book and help keep the library box stocked by donating gently used books they no longer need. This is available to everyone at no cost and promotes a shared love of reading throughout the Township.



Summer Road Tips:

- Give the Roads crew and their equipment plenty of room when working along roadsides.
- Slow down and use caution when approaching workers.
- Obey all traffic signs, flag persons, and temporary speed limits in work zones.

COMMUNITY NIGHT
NSHN Auxiliary
Richards Landing - Matthews Site
Friday, July 31, 2026
Parade with Pipe & Navy bands begins at 6:30 p.m.
PARADE ASSEMBLY AT 5:30 PM) on Littleton Street, Tag the QR code below for Parade FLOAT categories and PRIZES!
OUR ANONYMOUS DONOR WILL MATCH EVERY \$\$ SPENT FOR 3RD YEAR IN A ROW!!
Game Booths - The Nip & Tuck - Kids Train -
Food Booths - Dunk Tank - Games of Chance
An Evening of Fun, Food, and Fundraising!

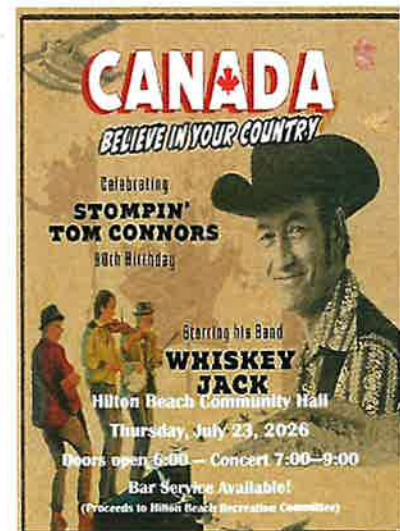


Richards Landing Centennial Grounds

MARKETS

Hilton Beach Farmers Market
@ Hilton Beach Waterfront
Centre
Saturday 10 am - 12pm

Makers Market @ Cenotaph
Park, Richards Landing Marina
Saturday 12pm - 4pm





234-2026-2403

June 30, 2026

Dear Head of Council,

I am writing to provide an update that the government has amended a regulation under the *Planning Act* to support a new framework for developer-identified parkland dedication.

Specifically, amendments to the regulation prescribes requirements to support:

- The identification of land
- Notice to owners
- Record to the Ontario Land Tribunal, and
- Land suitability criteria

The changes affect the following regulation:

- O. Reg. 509/20: Community Benefits Charges and Parkland

The amending regulation supports the government's plan to support increased housing supply, job creation, and economic activity in Ontario.

Please see the links below to the amending regulation: [O. Reg. 207/26: Community Benefits Charges and Parkland](#)

Updates will also be noted on the ERO posting: [Proposed Changes to Support Standardizing of Parkland Requirements Under the Planning Act](#)

These changes were filed on June 26, 2026, and will come into force on July 1, 2026.

Sincerely,

A handwritten signature in black ink that reads "Robert J. Flack".

Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Municipal Chief Administrative Officer and/or Treasurer
Robert Dodd, Chief of Staff to the Minister of Municipal Affairs and Housing
Martha Greenberg, Deputy Minister of Municipal Affairs and Housing
Laurie Miller, Assistant Deputy Minister, Local Government Division, Municipal Affairs and Housing

made under the

PLANNING ACT

Made: June 26, 2026

Filed: June 26, 2026

Published on e-Laws: June 26, 2026

Published in *The Ontario Gazette*: July 11, 2026

AMENDING O. REG. 509/20

(COMMUNITY BENEFITS CHARGES AND PARKLAND)

1. Section 8 of Ontario Regulation 509/20 is revoked and the following substituted:

Identification of land, prescribed requirements

8. For the purposes of identifying land in accordance with subsection 42 (4.30) of the Act, the owner of the land shall provide the following information and material in relation to the part of the land the owner proposes to be conveyed to the municipality:

1. A plan of survey, prepared by an Ontario land surveyor licensed under the *Surveyors Act*, that includes the information set out in subsection 24 (1) of Ontario Regulation 216/10 (Performance Standards for the Practice of Professional Land Surveying) made under that Act.
2. A description of any existing or proposed easements or other restrictions to which the land is, or could become, subject.
3. A description of any existing or proposed below grade infrastructure that is encumbering, or could encumber, the land.
4. A statement by the owner indicating whether the land meets the criteria set out in section 11.

2. Section 9 of the Regulation is revoked and the following substituted:

Notice of refusal

9. A notice provided by a municipality under subsection 42 (4.34) of the Act to refuse to accept the conveyance of land shall meet the following requirements:

1. The notice shall be given by personal service, ordinary mail, fax or email.
2. The notice shall be given within 20 days of the day the municipality decides to refuse to accept the conveyance of land.
3. The notice shall include,
 - i. a statement that the council of the municipality has decided to refuse to accept the conveyance of the land,
 - ii. an explanation for the refusal,
 - iii. a statement that the owner of the land may appeal the refusal, within 20 days of the notice being given, to the Ontario Land Tribunal by filing with the clerk of the municipality a notice of appeal accompanied by the fee charged by the Tribunal, and
 - iv. the last date for filing a notice of appeal.

Record following notice of appeal

10. For the purposes of clause 42 (4.36) (a) of the Act, the following information and material shall be included in the record:

1. A copy of the information and material set out in section 8.
2. If applicable, a copy of the notice given under subsection 42 (4.34) of the Act.
3. A copy of any report considered by the council relating to the land identified in accordance with subsection 42 (4.30) of the Act.

Criteria for purposes of s. 42 (4.38) of the Act

11. For the purposes of subsection 42 (4.38) of the Act, the following criteria are prescribed in relation to land identified in accordance with subsection 42 (4.30):

1. The land does not have in it any contaminants that would pose a risk to human health.
2. None of the land comprises any part of hazardous lands or hazardous sites, as those terms are defined in the Provincial Planning Statement issued under subsection 3 (1) of the Act.

3. None of the land is affected by mine hazards or oil, gas and salt hazards, as those terms are defined in the Provincial Planning Statement issued under subsection 3 (1) of the Act.
4. None of the land is affected by former mineral mining operations, mineral aggregate operations or petroleum resource operations, as those terms are defined in the Provincial Planning Statement issued under subsection 3 (1) of the Act.
5. The land does not contain and is not adjacent to any natural heritage features and areas, as that term is defined in the Provincial Planning Statement issued under subsection 3 (1) of the Act, unless the use of the land for a park would have no negative impacts on the feature or area.
6. The land will contain a sufficient depth and volume of soil to accommodate trees.
7. The land does not contain any liens, charges or other financial encumbrances that will not be removed before being conveyed to the municipality.
8. The land will be available to the public at all times, subject to any rules the municipality may choose to put in place.
9. The land will be visible from municipal or other publicly-owned land.
10. The land will be accessible by all users directly from municipal or other publicly-owned land.
11. The land is of a size and shape that is appropriate for park or other public recreational purposes.
12. The land identified in accordance with subsection 42 (4.30) of the Act is not located in the Greenbelt Area, unless the land proposed for development or redevelopment is in the Greenbelt Area.
13. If the land is within the Greenbelt Area, its use as a park would conform with the Greenbelt Plan, Oak Ridges Moraine Conservation Plan and Niagara Escarpment Plan, as applicable.

Commencement

3. This Regulation comes into force on the later of the day subsection 12 (15) of Schedule 9 to the *More Homes Built Faster Act, 2022* comes into force and the day this Regulation is filed.

Made by:

Pris par :

Le ministre des Affaires municipales et du Logement,

ROB FLACK

Minister of Municipal Affairs and Housing

Date made: June 26, 2026

Pris le : 26 juin 2026



Reeve Rod Wood and Members of Council
Hilton Township
2983 Base Line
Hilton Beach, ON
PoR 1Go

June 29, 2026

Dear Reeve Wood and Members of Council,

We are writing to request your support for an upcoming grant application that will help us continue to preserve and share the rich history and heritage of our community. We are seeking funding from the Northern Ontario Heritage Fund Corporation from their Rural Enhancement Fund to construct a permanent structure on the Museum grounds that will provide a safe, functional shelter from the outdoor elements for visitors and program attendees.

In previous years, we have relied on a temporary tarp shelter, which served our needs adequately; however, it has now deteriorated and is no longer a viable long-term solution. The proposed project will create a shelter so we may enjoy the grounds comfortably. In addition to shelter, we are looking to create a dedicated activities building that will support our growing educational and community programming. This space will enable us to offer children's programs, workshops, special events and heritage activities in a comfortable and weather protected environment, expanding opportunities for community engagement. These projects were identified in our recent 5-year strategic plan.

As a community Museum, we are committed to collecting, preserving, and interpreting the stories, artifacts, and traditions that make St. Joseph Island unique. Through our educational programs, exhibits, special events, and outreach initiatives, we strive to create meaningful experiences for residents and visitors of all ages. This funding will support our ongoing efforts to enhance visitor experiences, expand educational opportunities, preserve important historical resources, and ensure that our community's heritage remains accessible for future generations.

Over the past five years, the Museum has experienced significant growth. We have introduced a variety of successful programs and initiatives, including:

- A dedicated children's play area within the Museum
- A three-part children's reading program promoting literacy and heritage appreciation
- An annual Children's Fall Fair celebrating traditional rural fall activities
- Numerous popular "make and take" fundraising workshops

"Take a stroll through time"

2394 I Line RR#2 Richards Landing, ON P0R 1J0

Telephone: 705-246-2672

E-mail: info@stjoemuseum.com

- A Heritage Day Celebration highlighting local history and culture
- A Children's Teddy Bear Picnic featuring educational and recreational activities
- An expanded collection of period clothing to support interpretation
- An Old-Time Photo Booth experience, where visitors can dress in historic attire and create lasting memories.

These additions have helped make the Museum a vibrant community gathering place. Each season, we welcome over 800 people, and attendance continues to grow annually as awareness of our programs and exhibits increase. The Museum's ongoing success reflects the strong support of our community and commitment to preserving and sharing local heritage in engaging and meaningful ways. The Museum contributes to local tourism and community vitality, attracting visitors who support businesses throughout the region while fostering pride in our shared heritage.

A letter of support from council would greatly strengthen our application by demonstrating the value of the Museum's work and the positive impact it has within our community. Your letter may include any observations regarding the Museum's role in heritage preservation, education, tourism, community engagement, partnerships or cultural enrichment. If you are willing to provide a letter of support, we would be grateful to receive it by Friday July 24th, 2026, letters may be submitted on township letterhead and sent to info@st.joemuseum.com or mailed to address at the bottom of the first page.

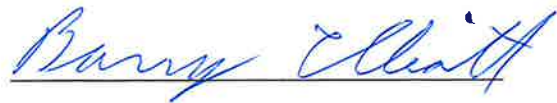
Thank-you for considering this request and for your continued support of the St. Joseph Island Museum.

We deeply appreciate the partnerships, encouragement, and community support that help make our work possible.

With our gratitude,



Tanna Elliott
Board Chairperson



Barry Elliott
Vice Chairperson

CORPORATION OF THE TOWNSHIP OF HILTON
Payment Voucher June 2026

NAME	DESCRIPTION	AMOUNT	CHEQUE #
Algoma District Services Admin Board	June municipal levy	\$29,520.50	14544
Co-Op	Clear and coloured diesel	\$783.87	14545
EncompassIT.ca	Monthly back up, server back up, emails, website, and tech support	\$1,053.22	14546
Everest Equipment Co.	Reversible plow	\$15,784.97	14547
Kentvale Merchants Ltd.	Pick-up gas, shop supplies, and Husqvarna trimmer with brush head	\$1,445.10	14548
Ministry of Finance	April policing	\$7,870.00	14549
PSD Citywide Inc	Asset Management Plan update	\$19,563.13	14550
UAP Inc. (Traction)	Roof light for new pickup and shop supplies	\$797.02	14551
Canada Revenue	May source deductions	\$5,433.41	14552
Algoma District School Board	2nd quarter education tax payment	\$35,162.00	14553
Algoma Office Equipment	Photocopier contract	\$137.36	14554
Algoma Power Inc.	May power	\$354.57	14555
Bell Canada	May Telephone (Office and garage)	\$335.78	14556
Island Clippings	Ad for flail mower & trailer sale	\$271.20	14557
Karhi Contracting Inc.	Top soil for cemetery	\$782.78	14558
Northern Insurance Brokers	Additional insurance for new pickup May 25, 2026-March 15, 2027	\$1,993.68	14559
Northshore Tractor	Tractor oil and filter	\$268.67	14560
St. Joseph Township	Shared elections notices & senior of the year engraving	\$125.10	14561
Township of Tarbutt	12 barrels of emulsion	\$3,953.25	14562
Equitable	June Premiums	\$2,118.21	Auto payment
Payroll	Payroll June 1-15, 2026 (includes 2.75 hrs OT Admin)	\$9,894.36	AFT
Payroll	Payroll June 16-30, 2026 (includes 1 hr OT Admin)	\$8,651.17	AFT
Rod Wood	June council honourarium	\$332.00	AFT
Bob Hope	June Fire Chief honourarium	\$200.00	AFT
OMERS	June pension contributions	\$4,762.46	AFT
Britney MacKay	Mileage reimbursement	\$312.19	AFT
NCU Visa	May Statement - Internet, roads cell phone, Adobe membership, advertising, office supplies, truck maintenance supplies, tractor maintenance supplies, shop supplies, and tools)	\$1,798.62	Online payment
Total:		\$153,704.62	