

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES

Regular Meeting

July 8, 2026

7:00 p.m.

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

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

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

There was no pecuniary interest declared.

Resolution 2026-136

Moved: Janet Gordanier

Seconded: Dave Leask

➤ BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the agenda for July 8, 2026. *CARRIED*

Delegations: Ms. Barbara Church regarding playground equipment removal at Big Point Park

Reeve Rod Wood welcomed Ms. Church who indicated that she was at the last meeting when Big Point Park was discussed. Ms. Church stated that she was disappointed that there wasn't more discussion about getting community input regarding the removal of the playground equipment. Ms. Church stated that she wondered why leaving the swing set wasn't considered because installing a new one will cost a lot of money and she felt that the one at Big Point Park was in better condition than the one at Twin Lakes Park. Ms. Church commented that an inspection could have been done which would have been less expensive than replacing the swing set. In addition, Ms. Church asked when the buoys could be placed in the water to prevent boaters and sea-dos from coming into the swimming area. Ms. Church explained that boaters are backing their boats into the beach and cleaning them, playing loud music and drinking. A discussion took place regarding the whereabouts of the buoys and Reeve Wood indicated that it will be looked into. Ms. Church explained that there are also balls that go out into the water that say "no motorized vehicles past this point," that help keep the swimmers safe.

Ms. Church asked Council if she could have two brooms at Big Point Park so she could clean the washroom and the outhouse without the need to bring one broom from one building to another. Reeve Wood responded that she could attend the Island Timber Mart and purchase them on the Township's account. Ms. Church also mentioned that the picnic tables at Big Point Park require attention and if someone could bring a compressor for her to use, and if the Township will supply sandpaper, she will sand and paint them. Councillor Leask said that he could bring his compressor and Reeve Wood said that

the sandpaper could also be purchased on the Township's account at the Island Timber Mart. There was mention of moving some picnic tables from Twin Lakes Park to Big Point Park. Mr. See said that there is currently four (4) at Big Point Park and six (6) at Twin Lakes Park. Council noted that moving some from Twin Lakes Park to Big Point Park shouldn't be a problem.

Ms. Church also complemented that the cemetery looks great and it's nice to have an area to park off the road now.

Ms. Church gave further comment regarding installing a tetherball at Big Point Park. Ms. Church indicated that she looked at several school grounds and found that Algoma District School Board has three of them installed and if installed at Big Point Park, they can be removed easily if necessary. Ms. Church indicated that she did not hear at the previous meeting that the motion to move forward with the installation was rescinded so it's assumed it's still moving forward. Reeve Wood advised that there were additional matters related to the park to be discussed during the meeting. Ms. Church asked another ratepayer seated in the council chambers whether she was present regarding the park. Ms. Laura McCrea responded that she was not attending the meeting to speak, but rather to observe as a "concerned citizen." Reeve Wood stated that, "a copy of everything we are discussing tonight" could be provided to Ms. Church and Ms. McCrae if they'd like. CAO/Clerk-Treasurer Sara Dinsdale requested clarification as to whether Reeve Wood was referring to the reports contained in the meeting agenda package, which are posted on the Township's website, to which Reeve Wood replied in the affirmative.

Ms. Church also stated that the cemetery looks great. Reeve Wood noted that Mr. See and Mr. Scagel of the Public Works Department have been working hard at the Cemetery since the Spring.

Resolution 2026-137

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 June 10, 2026. *CARRIED*

Resolution 2026-138

Moved: Dave Leask

Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the closed council meeting of June 10, 2026. *CARRIED*

Road Superintendent/Public Works Foreman Updates

- Roadside grass cutting is in process and have been working on corners and sweeping intersections & patching
- Got the tub to hold the cold patch, the rigging is ready for the other patching
- Picked up chip in Bruce Mines

- Cleaned up the debris and scrap in the yard. Have to level it out and now there's more yard area available
- Still having beaver issues but it's getting better.
- Looked into the playground equipment inspection certification course. Since it's \$1500 only good for three years and it's \$700 to re-certify. It doesn't make sense to do it this year since the equipment has already been inspected. If you take into consideration his time and the cost for the course, and to keep up with it, it's probably not worth it. Might be paying as much in house as hiring a third party to do inspections. Liability might also be an issue since it would all fall on the Township rather than a third party.

Reeve Wood advised that the electrical supply for the municipal office's water pump runs through the Roads Department's garage. As a result, when there is a power outage, the office building loses its water supply. Reeve Wood commented that office staff should not be working in the building when there is no water and recommended Mr. See to "jump" the generator power supply to the garage. Mr. See noted that providing generator power to the garage would also be beneficial, specifically during the winter months, as it would maintain heat in the building and help prevent the water lines from freezing.

Ms. Dinsdale, CAO/Clerk-Treasurer asked Reeve Wood to clarify whether he was recommending staff to obtain a quote from a licensed electrician to assess and provide a cost estimate for the proposed electrical modifications. Reeve Wood confirmed that this was his direction. Councillor Mike Garside also mentioned that another emergency preparedness grant will be available in the fall of this year and perhaps this is something that the grant may fund.

Council received a memo regarding the sale of surplus equipment. The memo indicated that the Township received four (4) qualified bids for the flail mower. The highest bid in the amount of \$1001.00 (taxes included) was accepted. The memo also indicated that there were no bids for the 5' x 7' single axle utility trailer and will be advertised again with a deadline of Friday, July 17, 2026.

A Memo regarding fleet insurance was received by Council. The memo explained that the Township will receive a discount on insurance in 2027 upon renewal if the 2011 Chevrolet Pick-up truck remains insured. Council members asked Mr. See if the truck was worth keeping and if there was any repairs that it needed. Mr. See stated that it needs some body work and the brakes need replaced. It hasn't been serviced in quite a while; however, once these minor repairs are completed it should last quite a few years.

Council received a status updates report regarding Twin Lakes Park and Big Point Park.

The report explained that Big Point Park's playground equipment was removed as per Council's direction on June 10, 2026 due to considerations related to cost, risk management, park ownership and applicable safety standards and liability requirements. The report indicated that a permission request to install a tetherball and replace the outhouse was submitted to the Ministry of Natural Resources and a discussion that took place with the District Supervisor indicated that the current lease agreement between the Township and the MNR relating to Big Point Park is 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 received an application to purchase the property if desired. Council recommended that the application should be submitted.

The status update of Twin Lakes Park included a playground equipment inspection report with recommendations to remedy unsafe equipment and play space. Council recommended that the broken slide, see saw and one of the swings should be removed immediately as per the Inspector's recommendations. Quotes for replacement of equipment should be acquired and research of grants that could fund the playground equipment could be conducted. Council also discussed that the beach area at Twin Lakes needs some attention and requested that the Ministry of Natural Resources be contacted to request a permit to clean up the water area. Reeve Wood mentioned that the beach was closed in the past due to blue-green algae. Other concerns related to signage were discussed and it was recommended that signs stating that dogs must be leashed, swim at own risk, and no motorized vehicles in swimming area and beyond parking areas should also be installed at both Twin Lakes and Big Point parks.

Councillor Garside asked CAO/Clerk-Treasurer Ms. Sara Dinsdale how the liability insurance would affect the Township if Mr. See became the Township's playground equipment inspector. Ms. Dinsdale responded that it is her understanding that if the Township's playground equipment is inspected by a third party, then the liability falls on them if ever there was a lawsuit, providing that the Township has received inspection reports stating that the equipment is in good standing. If the Township's employee becomes the inspector, and the inspection report states the equipment is in good standing and there is a lawsuit, that the liability falls solely with the Township. Council stated that perhaps it wouldn't be worth it to have Mr. See take the course and to continue with a third party inspector.

Reeve Wood asked Councillor Trainor if he had anything to add in regard to his request to discuss Twin Lakes Park; however, there was nothing further to add.

Resolution 2026-139
Moved: Dave Leask
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON receives Staff Report CR-2026-07-08-PUD titled Parks Updates; AND THAT Council does authorize staff to proceed with the application process to Purchase Big Point park from the Ministry of Natural Resources;

AND FURTHER THAT staff report back to Council regarding next steps once the application is reviewed by the Ministry of Natural Resources. *CARRIED*

Resolution 2026-140
Moved: Mike Garside
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive the Playground Equipment Inspection Report for the Twin Lakes Playground from CRCS Recreations;

AND WHEREAS the report identifies numerous deficiencies, including safety hazards, deteriorated equipment, insufficient protective surfacing, and non-compliance with applicable playground safety standards;

NOW THEREFORE BE IT RESOLVED THAT Council does direct staff to immediately close and remove from service the playground slide structure and wooden see saw due to identified safety hazards;

AND THAT Council directs staff to undertake the required maintenance of the playground surfacing, including the removal of vegetation and debris and replenishment of the impact-absorbing material, ensuring that the safety zone has 12" of soft screened surfacing to meet applicable standards;

AND THAT staff proceed, in accordance with the Township's Procurement Policy, to obtain cost estimates from qualified and licensed contractors experienced in playground equipment installation and repair in accordance with applicable CSA standards, utilizing the appropriate procurement method based on the estimated value of the work;

AND THAT staff report back to Council with the cost estimates and recommendations respecting the repair, replacement, or removal of the remaining playground equipment and play space identified in the inspection report. *CARRIED*

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

Resolution 2026-141
Moved: Janet Gordanier
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive the donation of \$200.00 from an anonymous donor, with the funds to be directed to the Hilton Union Fire Department.
CARRIED

Council reviewed the 2026 Building Permit Fees Collected vs. Costs Incurred summary to date.

Council received a staff report containing an update of a property owner building without a permit on Garside Road. The memo indicated that a letter was sent via registered mail by the Township's Chief Building Official stating that they needed to obtain a building permit for the structure that has been erected on the property.

Resolution 2026-142
Moved: Mike Garside
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report CR-2026-07-08-BWP titled Building Without a Permit-Garside Road for information. *CARRIED*

Council received a memo regarding parking at the Grace United Cemetery. The memo indicated that seven (7) loads of gravel was delivered to the roadside adjacent to the Grace United Cemetery and was used to fill the ditch, creating a safe parking area for visitors. Reeve Wood commented that the improvements to the Cemetery look good.

A Staff Report regarding a Compliance Audit Joint Committee was received by Council. The report explained that 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. 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 has requested participation in a joint committee allows municipalities to share administrative responsibilities and costs while ensuring compliance with legislative requirements.

Resolution 2026-143
Moved: Mike Trainor
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does 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. *CARRIED*

A Staff report regarding a Clean Yards By-Law was received by Council. The report explained that as the proposed Clean Yards 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 Property Standards Committee. The report requested that Council review the draft amendments and direct staff regarding any revisions prior to the by-law being brought forward for adoption. Council did not have any further recommendations or amendments.

Resolution 2026-144
Moved: Dave Leask
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report DR-2026-07-08-CYB titled Clean Yards By-Law;

AND THAT Council approves the Clean Yards By-Law and Set Fines Schedule drafts. *CARRIED*

Council received a memo regarding the library box donations that have been received. The memo indicated that the library box located at the Municipal Township office has generously received a wonderful selection of books and extends a sincere thank you to everyone that donated.

A report indicating a list of donations that the Township has contributed to in the past two years, including what has been paid to date in 2026 was reviewed by Council. A discussion took place regarding the remaining organizations that have not yet received their regular donations in 2026 that have been included in the 2026 budget.

Resolution 2026-145

Moved: Dave Leask

Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does receive Staff Report DR-2026-07-08 titled Donations for 2026;

AND THAT Council authorizes staff to proceed with issuing the following donations:

St. Joseph Island Horticultural Society in the amount of \$350.00;

Matthews Memorial Association in the amount of \$1500.00;

Matthews Memorial Physician in the amount of \$1500.00;

St. Joseph Township Recreation in the amount of \$750.00.

CARRIED

The Unofficial List of Nomination for the 2026 Election was reviewed.

Resolution 2026-146

Moved: Mike Trainor

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does give first, second and third and final reading of By-Law No. 1513-26; being a by-law to confirm the actions and decisions of the Personnel Committee Meeting held on June 23, 2026. *CARRIED*

Resolution 2026-147

Moved: Mike Trainor

Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does give first, second and third and final reading of By-Law No. 1514-26; being a by-law to confirm the actions and decisions of the Personnel Committee Meeting held on July 8, 2026. *CARRIED*

Council reviewed the July 2026 newsletter which is posted on the Township's website. Councillor Garside mentioned that perhaps in the next newsletter it could state that the Fire Department is open to receiving donations to assist with supplies and equipment costs.

Correspondence from the Ministry of Municipal Affairs and Housing was reviewed by Council. The letter indicated that amendments to the *Planning Act* to support a new framework for developer-identified parkland dedication, specifically to support the identification of land, notice to owners, record to the Ontario Land Tribunal, and land suitability criteria came into force on July 1, 2026. The changes affect O. Reg. 509/20: Community Benefits Charges and Parkland.

Council received correspondence from the St. Joseph Island Pioneer Museum with a request for support for their grant application for funding.

Resolution 2026-148
Moved: Janet Gordanier
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does support the St. Joseph Island Pioneer Museum's work and positive impact it has within the community;

AND THAT Council recognizes the heritage preservation, education, tourism, community engagement, partnerships and cultural enrichment that the museum's role carries;

AND THAT Council supports the St. Joseph Island Pioneer Museum with the upcoming grant application for 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 and functional shelter from the outdoor elements for visitors and program attendees. *CARRIED*

Council reviewed the June 2026 expenditures.

Resolution 2026-149
Moved: Mike Trainor
Seconded: Dave Leask

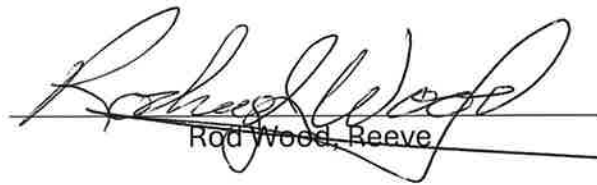
BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the payment of Township bills for the month of June 2026 in the amount of \$153,704.62 as per the attached payment voucher. *CARRIED*

Resolution 2026-150
Moved: Mike Garside
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does pass by-law No. 1515-26; being a by-law to confirm proceedings of this meeting. *CARRIED*

Resolution 2026-151
Moved: Mike Trainor
Seconded: Mike Garside

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adjourn at 8:03 pm. Council to meet again at the Hilton Township Municipal Office on Wednesday, August 12, 2026 at 7:00 p.m. or at the call of the Reeve. *CARRIED*



Rod Wood, Reeve



Sara Dinsdale, CAO/Clerk-Treasurer