

THE CORPORATION OF THE TOWNSHIP OF HILTON

**MINUTES**

Regular Meeting

April 13, 2023

7:00 p.m.

Present:

Reeve : Rod Wood  
Councillors: Mike Garside  
Janet Gordanier (via Teams)  
Dave Leask  
Mike Trainor  
Road Superintendent: Lyn Garside  
Clerk Treasurer: Valerie Obarymskyj

There was one disclosure of pecuniary interest. Councillor Mike Trainor declared a conflict regarding Agenda Item # 8a as he is a member of the St. Joseph Lions Club and Chair of the Event for which support has been requested.

Resolution 2023-35

Moved by Dave Leask

Seconded by Mike Garside

Resolved that we do accept the Agenda as presented. \* Carried \*

Resolution 2023-36

Moved by Janet Gordanier

Seconded by Dave Leask

Resolved that we do approve the Minutes of the Regular Meeting of March 1, 2023 and the Special Meeting of March 15, 2023, as presented. \* Carried \*

Reeve Wood welcomed Algoma Power Inc. representatives Peggy Lund (Customer Service) and Andrea Mattioli (Vegetation Management) to the meeting. A number of issues were reviewed including the importance for property owners to call before digging even for tasks as simple as planting a tree or building a deck. There is no cost in obtaining the locates and this will avoid damages to the power infrastructure. The need for future infrastructure to support senior government's push for more electric cars is being studied given the significant difficulties the Northern area of the province presents. The topic of high delivery costs was again discussed. It was explained that the delivery cost includes the costs of all the infrastructure required (substations/poles/transformers/power lines/etc) to get the power to properties. The problem in the North is the significant kilometres to be serviced and the low number of households in comparison. The provincial government did approve a 'rural subsidy' to help offset the high delivery cost in recognition of the additional needs of northern residents facing a longer colder climate. The subsidy is only available to permanent residents as the government considers seasonal residences more of a luxury use and not used as much during the winter periods.

Ms. Mattioli addressed the work carried out by the Vegetation Management sector of Algoma Power. Vegetation control began on St. Joseph Island in the early 2000's using a six year cycle. As time and funds permitted, crews would cut back trees and brush in incremental stages in an effort to remove the problem of tree branches disrupting power during storms and improve upon drivers' visibility for wildlife. The subsequent problem of brush growing back was discussed and the need for the difficult conversation of herbicide applications in some areas. Algoma Power will continue its efforts to assure owners that the amount and manner of application will always adhere to safe practices but also recognizes the concerns many owners have when it comes to this. Reeve Wood thanked the attendees for the information provided.

Lyn Garside, Road Superintendent, provided Council with an update on road issues. There is a lot of water flowing given the amount of snow on the ground and the recent warm weather but no damaged roads at this point.

Council reviewed the Clerk's submission to the Ministry of Development regarding this year's allocation of the NORDS (Northern Ontario Resource Development Support) funding. This year's amount of \$63,596 will be held until 2024 and then put toward the cost of surface treating Trainor Side Road.

Council reviewed the summary of OCIF (Ontario Community Infrastructure Fund) grants received since 2017 and the roads for which the funding had been applied to help offset total project costs. The annual amount of \$50,000 increased to \$100,000 in 2022 and a total of \$105,617 has been allocated for 2023.

Council reviewed correspondence from the Red Maple Drive residents in charge of both requesting the annual contracted winter plowing service from the Township and remitting payment. The Township was being asked to now consider invoicing each of the individual property owners that had agreed to the plowing rather than having the designated person collect from each party. The Clerk confirmed the Township had no authority to make that change at this point. In addition, when the Township was first approached in 2012 to maintain the seasonal road

during the winter for a contracted rate, it was confirmed at that time the Township would only deal with one representative on behalf of the group of participants.

Council reviewed a letter from a local resident addressing damage to the surface treated road caused by the actions of a neighbour. Council agreed it is unfortunate taxpayers have to bear the cost of repairs but in such instances where there is no proof of the person causing the damage, the Township can not become involved. Council encouraged the property owner and others to contact the OPP should they witness similar actions in the future.

The Clerk shared with Council the new online option for residents to obtain their annual fire permit. This should result in time and cost savings as the majority of owners will likely use this method. Residents who do not have internet will still be able to either call the office or come in and a paper fire permit will be issued.

Council reviewed information previously submitted from a Richmond Bay Road resident representing several new owners. The issue of registering a Site Plan Agreement on title prior to obtaining a building permit on a seasonally maintained (Limited Service Residential – LSR) road was questioned due to the cost and apparent redundancy given the terms included in the Subdivision Agreement. The cost of registration had been estimated at \$800. The issue had been addressed by the Planning Board in August 2022 and the Board continued to recommend the practice. Council reviewed a report from the Clerk confirming a slight change in how this issue is addressed in the existing Official Plan and the draft version currently waiting for Provincial approval. The existing OP uses the term “shall” while the proposed OP references “may” in terms of Council requiring a Site Plan Agreement in such instances. Given the intended direction of more flexibility, Council confirmed it would continue to require a Site Plan Agreement to address the issues of no emergency response capability or school bus service during the winter months that were not specified in the subdivision agreement. Council agreed that having the Site Plan Agreement formalized through a municipal by-law and issued in conjunction with any building permit should be adequate in confirming the reduced services available to such areas.

Resolution 2023-37

Moved by Janet Gordanier

Seconded by Mike Trainor

Resolved that Whereas Council continues to support the requirement of a Site Plan Agreement prior to any building development on a property located in the Limited Service Residential Zone to confirm the absence of year-round road maintenance, emergency vehicle response and school bus service;

Council confirms it will now only require such a Site Plan Agreement to be adopted through municipal by-law for purposes of confirming the above reduced services and will not require that it be registered on title of the owner.

\*Carried\*

Council reviewed the updated summary of area building permit rates as part of its review to increase rates this year. The summary proposed an increase to the base rate for all permits given how the contracted building inspection rate has increased over the years. In addition, rather than basing the permit fee formula on a value of the existing \$90 per square foot, it was recommended that value be increased to \$150 per square foot for a single family dwelling. Similar rate increases were recommended for garages/decks/farm buildings to bring the Township’s rates more in line with other municipalities. No increases will take effect until a public meeting is scheduled.

Council reviewed the updated Cemetery By-law and Schedules including the price list; contract; certificate of interment rights. A notice has to be placed at the Cemetery for four weeks advising the public of the new Cemetery By-law, as well as have it advertised in a local newspaper. The By-law must also be provided to Monument dealers the Cemetery has worked with on a regular basis. Once the notification period has ended, the by-law and schedules will be mailed to the Bereavement Authority of Ontario for its review and approval. Once the By-law is approved by the BAO, then the Township will be issued its Cemetery Operator license.

Notification was received from ICIP that the reduced scope of the original 2020 submitted project for the W Line property has been approved. The project originally included trails, storage building with washroom, pavilion, septic and power but needed to be reduced given the effect the delay resulting from the required consultation had on project costs. The revised project will now only include the pavilion and storage building for trail equipment but not incorporate a washroom. The proposed trails will be done under municipal funding, as will future outhouses along the trails.

Council reviewed and approved the Hilton Union Public Library Budget for 2023. The levy did increase this year for both the Village and the Township given the reduced reserve balance and the auditor’s recommendation a minimum \$2,000 be retained.

Resolution 2023-38

Moved by Mike Trainor

Seconded by Dave Leask

Resolved that we do give first, second and third and final reading and pass By-Law No. 1366-23 being a by-law

for the care, maintenance, management and operation of Grace United Cemetery located in the Township of Hilton. \* Carried \*

Council was advised that over the past couple months, Council for the Village of Hilton Beach had been discussing a possible change to its landfill hours. It had been anticipated that once a proposed schedule was drafted, it would be presented to Hilton Township Council for its comments. As a result of a misunderstanding, the new schedule to come into effect May 1, 2023 was announced without Hilton Township Council offering its input. The Clerk was asked to share some of Council's comments regarding the change in hours with the Village. (\* See Notice at end of Minutes regarding Landfill Survey link available until April 24, 2023).

Resolution 2023-39

Moved by Mike Garside

Seconded by Dave Leask

Resolved that we do approve the Hilton Union Public Library Board Budget for 2023 as presented in the amount of \$42,546 with a Hilton Township municipal levy of \$17,719. \* Carried \*

Council reviewed the Algoma District Services Administration Board's budget for 2023. It was noted that Hilton Township's levy of \$311,480 represented an increase of almost \$14,000 over 2022.

In accordance with his declaration of a pecuniary interest, Councillor Mike Trainor left the room during the discussion of the request for support by the St. Joseph Island Lions Club.

Resolution 2023-40

Moved by Dave Leask

Seconded by Mike Garside

Resolved that we do contribute \$500 to the St. Joseph Island Lions Club, in support of the event "Rock n The Island" with proceeds to support the three St. Joseph Island Volunteer Fire Departments, First Responders, and MMHA Physician Recruitment and Retention. \* Carried \*

Resolution 2023-41

Moved by Mike Trainor

Seconded by Janet Gordanier

Resolved that we do authorize the payment of Township bills for the month of March 2023 in the amount of \$190,881.72 as per Voucher 03-2023: Administration - \$11,060.08; Algoma Dist School Board - \$33,720.08; Algoma Dist Services Admin - \$24,801.67; Building – \$1,773.65; Fire - \$8,160.94; Insurance - \$42,869.52; Landfill Year 2022 - \$31,631.94; Library (2023 Advance) - \$10,000.00; Misc (Employee/ Employer Payroll Deductions/ Benefits) - \$7,637.09; Policing - \$6,659.00; Recycling Year 2022 - \$4,611.40; Roads – \$7,956.35. \*Carried\*

Resolution 2023-42

Moved by Dave Leask

Seconded by Mike Trainor

Resolved that we do pass By-Law No. 1367-23 being a by-law to confirm the proceedings of this meeting.\*Carried

Resolution 2023-43

Moved by Dave Leask

Seconded by Mike Garside

Resolved that we do adjourn at 11:47 p.m., Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, May 3, 2023 or at the call of the Reeve. \*Carried\*

Reeve, Rodney Wood

Valerie Obarymskyj, Clerk Treasurer



**Building Inspection:** Kevin Morris – Building Inspector  
Phone: 1-705-842-3372 Email: kevin.morris@tulloch.ca

**IT IS THE RESPONSIBILITY OF THE OWNER TO OBTAIN A BUILDING PERMIT  
IT IS ILLEGAL TO START WORK WITHOUT A PERMIT**

**Council is currently addressing its fee structure for building permits with an expected increase to take effect within the next couple months.**



### **M and N Landfill/Recycling:**

The hours of operation for the M and N Landfill/Recycling are currently being reviewed by the Village of Hilton Beach. There is a proposal to either maintain the current hours or adopt the proposed schedule of hours below.

The **current landfill hours** are:

Saturday 10 a.m. to 3 p.m.

Sunday noon to 4 p.m.

***Additional hours from May 15 to September 15:***

Wednesday noon to 5 p.m.

Monday (summer long weekends) noon to 4 p.m.

The **proposed landfill hours** are:

Wednesday 10 a.m. to 4 p.m.

Sunday noon to 4 p.m.

Monday (summer long weekends) noon to 4 p.m.

A survey is being presented to provide the opportunity for residents to register their preference. The survey closes on Monday, April 24<sup>th</sup>, 2023. Residents are encouraged to confirm their choice using the link below:

<https://forms.office.com/r/ZMZSyURP8E>

Residents are also welcome to confirm their choice with an email to the Hilton Township Office (admin@hiltontownship.ca) or by phone (705-246-2472) or stop by the office to fill out a paper form of the survey.

## **FIRE - 9 1 1 for Emergencies**

### **Hilton Township Fire Permits**



Fire Permits are **required** every year from April 1<sup>st</sup> until October 31<sup>st</sup>.

There is no fee for a Fire Permit.

**We are now offering another method of obtaining your Fire Permit by using our new Online option.**

Fill out the Fire Permit Form found on our website: [www.hiltontownship.ca](http://www.hiltontownship.ca) under the **Services – Fire** tab or the **Documents – Permits** tab.

An official numbered Fire Permit will automatically be emailed back to you in PDF format for you to download and print.

For those residents who do not have email, simply call the Township Office at 705-246-2472 and arrange to pick one up or have one mailed to you.