

THE CORPORATION OF THE TOWNSHIP OF HILTON

MINUTES

Regular Meeting

February 8, 2023

7:00 p.m.

Present:

Reeve (Acting): Dave Leask
Councillors: Mike Garside
Janet Gordanier
Mike Trainor

Road Superintendent: Lyn Garside

Clerk Treasurer: Valerie Obarymskyj

Absent: Rod Wood

There were no disclosures of pecuniary interest.

Resolution 2023-11

Moved by Mike Garside

Seconded by Mike Trainor

Resolved that due to the absence of Reeve Rod Wood, we do appoint Councillor Dave Leask as Acting Head of Council for the regular meeting of February 8, 2023. * Carried *

Resolution 2023-12

Moved by Janet Gordanier

Seconded by Mike Trainor

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

Resolution 2023-13

Moved by Janet Gordanier

Seconded by Dave Leask

Resolved that we do approve the Minutes of the Regular Meeting of January 3, 2023, as presented. * Carried *

Acting Reeve Leask welcomed Steve Richards and Lorraine Barre, local residents and owners of Busy Beaver Campground, along with their representative, Peter Shell. Mr. Shell and Mr. Richards addressed Council regarding Algoma Power's recent removal of 34 trees along Hilton Road that had previously served as a natural barrier for the campground. The owners now wished to erect a fence within the Township road allowance to mitigate the effects of wind/snow and loss of privacy for their campground residents. In recognition of the potential liability this would result in for the Township, the owners were prepared to arrange their own liability insurance to include the Township. It was confirmed Algoma Power requires a 5 meter setback for all structures. Acting Reeve Leask thanked the residents for attending and confirmed the request would be addressed later in the meeting.

The following resolution was passed to confirm the Township's amalgamated tender submission for 2023. The road work involved includes Hilton Road, Red Maple Drive and the M and N Road.

Resolution 2023-14

Moved by Mike Garside

Seconded by Janet Gordanier

Resolved that we do tender for the following items through the amalgamated tender:

23,450 m² of Single Surface Treatment

13,400 m² of Double Surface Treatment

Calcium Chloride or Magnesium Chloride – 17 Flake Tonne Equivalent

6 - 84" x 8" x 3/4" (5/8" holes) Grader Blades

6 - 8" One Way Wear Shoes

1 132" x 6" (5/8" holes) high Wear Wing Blade *Carried*

The Interim Control by-law passed in February 2022 to prohibit the start-up of new short term rental units for a one-year period will lapse on February 9, 2023. Given Council is waiting for final approval of the updated Official Plan which now includes guidelines for STR enforcement, and that the process of regulating still needs to be determined, a one-year extension to the Interim Control by-law was passed. The Clerk will prepare the required Notice for the public and arrange to have it advertised.

Resolution 2023-15

Moved by Janet Gordanier

Seconded by Mike Trainor

Resolved that we do pass By-Law No. 1358-23 being an Interim Control By-law that will extend the period of prohibiting new Short Term Rentals by an additional year. * Carried *

The Clerk presented Council with information regarding a resident's inquiry about applying for a reduced setback on her waterfront property on Ellwood Boulevard. The owner's vacant lot is situated between two lots that have been developed. There is a clause in the Zoning By-law which allows for the placement of a new dwelling on such vacant lots to be the average of the shoreline setbacks of the two dwellings on either side, if they are both less than 100' from the High Water Mark (HWM). The Clerk advised that while the structures on both abutting lots appear to have been built at setbacks less than 100', one of the structures is a Garage. Council confirmed the Zoning By-law clause is clear that the structures must be dwellings and that the owner would need to build at the current 100' setback from the HWM.

Resolution 2023-16

Moved by Janet Gordanier

Seconded by Mike Trainor

Resolved that we do give first, second and third and final reading and pass By-Law No. 1359-23 being a by-law to authorize the Clerk to execute the Participant Agreement with the Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNR) regarding the North Western Ontario Orthophotography Project (NWOOP) 2022. * Carried *

The Clerk advised the survey for area building permit fees had not been completed yet. A number of area municipalities have also decided to review their fees this year. Information will be gathered for the next meeting of Council and options presented regarding a new fee structure to offset increased costs.

The Clerk advised she had been advised that St. Joseph Township is planning to certify its current By-law Enforcement Officer under the Provincial Offences Act. Council confirmed it would be interested in sharing the costs of such a position if it meant the By-law Enforcement Officer had the authority to lay charges.

The Clerk confirmed the 90% share (\$40,410) of the 2021 Asset Management Project had now been received from the Federation of Canadian Municipalities.

Council reviewed correspondence from the Ministry of Municipal Affairs approving a deadline extension to the implementation stream of our Municipal Modernization Program – Intake 3 (MMP-3). The MMP- 3 was due to close February 28, 2023 but an extension to December 1, 2023 has been offered to those who could use the additional time. The Clerk confirmed a considerable amount of material has been archived digitally but the additional time will allow for more work to be completed by both staff and our IT provider.

Resolution 2023-17

Moved by Mike Garside

Seconded by Mike Trainor

Resolved that we do give first, second and third and final reading and pass By-Law No. 1360-23 being a by-law to authorize the Reeve and Clerk to execute an Amended Agreement with the Ministry of Municipal Affairs and Housing regarding an extension to the original Agreement passed under By-law No. 1321-22 for the Township of Hilton Digital Modernization Project. * Carried *

The Clerk advised Council the Consumer Price Index (CPI) issued January 17, 2023 confirmed the CPI rose 6.3% for the December 2021 to December 2022 period. The Clerk also provided a report to Council concerning the Working Conditions By-law and recommended the period of CPI comparison be changed to November to November to allow for any payroll adjustments earlier in the new year. The section on pension benefits also required amendment to reflect the now mandatory offering of pension enrollment to non-full-time employees

Resolution 2023-18

Moved by Janet Gordanier

Seconded by Mike Garside

Resolved that we do adjust the wage grid for all employees by the amount of 6.3% reflecting the change in the Consumer Price Index from December 2021 to December 2022 and that this change be effective January 1, 2023.
* Carried *

Resolution 2023-19

Moved by Mike Trainor

Seconded by Janet Gordanier

Resolved that we do give first, second and third and final reading and pass By-Law No. 1361-23 being a by-law effecting certain conditions for the good and welfare of the Employees and Officers of the Corporation.* Carried *

The Clerk advised it is time for our annual insurance renewal which runs from March 15th each year. The Road Super confirmed the list of insured vehicles will need to be reduced this year which will result in loss of our fleet coverage benefit.

Council was advised of an opportunity to participate in an area-wide training session in March offered by the Township's Integrity Commissioner. The session will be held on March 30th in Laird Township but at this time, the decision was made to not attend.

Council reviewed an email from a resident questioning a number of municipal issues. The Clerk had provided a report to Council confirming the issues mentioned had already been addressed by both Council and Staff in recent years. It was recommended that in future, the Clerk post a special notice on the website if a regularly scheduled council meeting date was changed.

The Clerk advised we will need to obtain engineered drawings to modify our existing washrooms into one universal washroom as the modification of just one washroom no longer appears feasible.

Resolution 2023-20

Moved by Mike Garside

Seconded by Mike Trainor

Resolved that the Township of Hilton supports the nomination of Jody Wildman of the Township of St. Joseph to sit on the Algoma Public Health Board for the current term. * Carried *

Resolution 2023-21

Moved by Janet Gordanier

Seconded by Mike Trainor

Resolved that we do support the Central Algoma Intermediate and Secondary School with a contribution of \$100 to assist in offsetting the costs of skating trips to the Desbarats Arena for the Grade 7/8 students. * Carried *

Council returned to the matter of the request by the owners of Busy Beaver Campground to build a fence on the municipal road allowance. Council acknowledged the negative impact the tree removal had on the location. The Road Superintendent's report was reviewed noting the extensive work done by the Township in recent years to remove obstructions from our road allowances to improve on the safety aspect for motorists. Council noted its concern with the potential liability the Township would face should an incident occur with the fence built on the municipal road allowance. It was decided the proposed insurance arrangement would not adequately protect the Township in the event of a lawsuit. Council also questioned the merit of such a document should the property change ownership. Council determined allowing such a structure on the road allowance would be too great a risk for current and future taxpayers. The recommendation was for the owners to build the desired fence on the boundary of their own property which could require a survey to ensure it was not on municipal road allowance.

Resolution 2023-22

Moved by Janet Gordanier

Seconded by Mike Trainor

Resolved that we do authorize the payment of Township bills for the month of January 2023 in the amount of \$97,017.80 as per Voucher 01-2023: Administration - \$11,678.32; Algoma District Services Admin - \$24,801.67; Algoma Public Health - \$15,448.00; Building – \$509.40; Digital Transformation Project - \$5,040.00; Fire - \$845.24; Misc (Employee/ Employer Payroll Deductions/ Benefits) - \$7,114.30; MPAC (Qrtly) - \$4,428.86; Policing (Nov/Dec) - \$14,270.00; Roads – \$12,882.01. *Carried*

Resolution 2023-23

Moved by Mike Garside

Seconded by Mike Trainor

Resolved that we do pass By-Law No. 1362-23 being a by-law to confirm the proceedings of this meeting.*Carried

Resolution 2023-24

Moved by Mike Garside

Seconded by Janet Gordanier

Resolved that we do adjourn at 9:22 p.m., Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, March 1, 2023 or at the call of the Reeve. *Carried*

Acting Reeve, Dave Leask

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**



M and N Landfill/Recycling:

Winter Hours in Effect from September 15, 2022 to May 15, 2023.

Saturday: 10:00 am - 3:00 pm

Sunday: 12:00 pm - 4:00 pm

FIRE - 9 1 1 for Emergencies

WINTER FIRE SAFETY TIPS

Heating

- Keep anything that can burn at least three-feet away from heating equipment, like the furnace, fireplace, wood stove, or portable space heater.
- Have a three-foot “kid-free zone” around open fires and space heaters.
- Never use your oven to heat your home.
- Have a qualified professional install stationary space heating equipment, water heaters or central heating equipment according to the local codes and manufacturer’s instructions.
- Have heating equipment and chimneys cleaned and inspected every year by a qualified professional.
- Remember to turn portable heaters off when leaving the room or going to bed.
- Always use the right kind of fuel, specified by the manufacturer, for fuel burning space heaters.
- Be sure all furnace controls and emergency shutoffs are in proper working condition.
- Leave furnace repairs to qualified specialists. Do not attempt repairs yourself unless you are qualified.
- Inspect the walls and ceiling near the furnace and along the chimney line. If the wall is hot or discoloured, additional pipe insulation or clearance may be required.
- Check the flue pipe and pipe seams. Are they well supported, free of holes, and cracks? Soot along or around seams may be an indicator of a leak.
- Is the chimney solid, with cracks or loose bricks? All unused flue openings should be sealed with solid masonry.
- Keep trash and other combustibles away from the heating system.

Ensure all entry/exits in your home are cleared from snow to ensure you can get out in case of a fire. Make sure all windows are not frozen in case you need to use these as an escape mechanism.

If there is a fire hydrant near your home you can assist the fire department by keeping the hydrant clear of snow so in the event it is needed, it can be located.

INTERIM 2023 PROPERTY TAXES

Reminder: The 2023 Interim Property Taxes were mailed to residents the end of January with a due date of February 28, 2023. Tax payments may be submitted using any of the following methods:

- Use the Bill Payment option in your personal financial institution's online banking and reference your property's 19 digit "Roll Number";
- Etransfer your payment to the following email address: admin@hiltontownship.ca. (Please email the answer to the Security Question separately and the Roll Number(s) to which the payment should be applied).
- Pay by cheque and mail to the Township of Hilton, 2983 Base Line, Hilton Beach, On POR 1G0 or drop through the front door slot of the office.
- If you prefer to pay by cash, please contact the Township Office at 705-246-2472 or email: admin@hiltontownship.ca.

Should you have any questions regarding your tax bill, please contact the Township Office by telephone (705-246-2472) or submit your inquiry via email to admin@hiltontownship.ca.