

THE CORPORATION OF THE TOWNSHIP OF HILTON

**MINUTES**  
Regular Meeting  
July 10, 2024  
7:00 p.m.

Present:

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

Acting Clerk Treasurer: Sara Dinsdale  
Road Superintendent: Lyndon Garside

Absent: Rod Wood

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

There were no declarations of pecuniary interest.

Resolution 2024 - 149  
Moved: Dave Leask  
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the agenda for July 10, 2024 as presented. \*CARRIED\*

Council moved to a public meeting at 7:02 pm regarding the proposed increases to Fees and Charges By-law and adoption of the 2024 Hilton Union Fire Board Budget.

Resolution 2024 - 150  
Moved: Mike Trainor  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to rescind third and final reading of by-law 1417-24; being a by-law to establish and require payment of various fees and charges, in order to provide the public, the opportunity to comment. \*CARRIED\*

There were no public attendees; therefore, no comments made. Acting Reeve Mike Garside continued with the agenda business during the public meeting portion to give latecomers an opportunity to arrive and comment.

A discussion took place regarding next steps to enforce the township's by-laws and the repeal of the By-Law Enforcement /Animal Control Officer by-law#1422-24. It was suggested that the Acting Clerk reach out to other townships to find out if they have any By-Law Enforcement Officers that may be interested in contracting work with the Township of Hilton. It was also suggested to look into Administration Fees/Fines and hot to implement this option.

Resolution 2024-151  
Moved: Janet Gordanier  
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to repeal by-law #1422-24; being a by-law to appoint a By-law Enforcement /Animal Control Officer for the Corporation of the Township of Hilton. \*CARRIED\*

Resolution 2024-152  
Moved: Janet Gordanier  
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 8, 2024. \*CARRIED\*

Resolution 2024-153  
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 June 5, 2024. \*CARRIED\*

Resolution 2024-154  
Moved: Janet Gordanier  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the closed Council meeting of June 5, 2024. \*CARRIED\*

Resolution 2024-155  
Moved: Janet Gordanier  
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve the minutes of the Special Council meeting of July 2, 2024. \*CARRIED\*

Resolution 2024-156  
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 July 2, 2024. \*CARRIED\*

Road Superintendent, Lyndon Garside gave an update regarding the dump truck. There was a part that broke on it recently. After attempting to analyze and repair it, a new part was ordered and should arrive soon.

Mr. Garside explained that he is working on a 10-year plan and should have it prepared for the next regular council meeting. He will be doing measurements of all roads to determine the value and what to expect for costs per year according to the level that is determined.

Mr. Garside explained that surface treatment of Trainors Side Rd. has been delayed as there has been a delay by the supplier. He also explained that the township has not yet received the expected shipment of calcium that is normally disbursed on some of the dustier roads starting in June. He also explained that since there's been a lot of rain, there hasn't been much need for it and suggested that the shipment just be cancelled since it's so late in the season now. There was a discussion regarding the possibility of still accepting the order, and storing it until next year or possibly looking into seeing if other contractors can use our shipment once it arrives, and new calcium can be ordered next year. Mr. Garside explained that it could be stored safely; however, calcium is hard on the environment and culverts. There are only three roads that the calcium is normally disbursed on to reduce the safety issue caused by dusty conditions when two cars pass each other. It was explained that no other Municipalities have any calcium and the roads that normally receive it are roads that are not travelled often so the chances of two cars passing at once is unlikely. Mr. Garside recommended that the purchase and disbursement of calcium be discontinued going forward and/or the new Road Superintendent will be able to make that decision next year.

Mr. Garside gave an update regarding the requests from Ms. Barb Church at the council meeting held on June 5, 2024 regarding Big Point Park. He explained that the new roof for the outhouse was ordered and will be arriving soon. The roof and floor will be replaced. There was a discussion regarding grants and it was stated that since the Municipality does not own the park, we would not be able to receive a grant for any updates to the park. It was suggested that Mr. Garside look into the cost to build a new washroom and the cost to purchase a new pre-made outhouse.

Mr. Garside explained that he went to take a look at the area of long grass that was requested to be cut down. He explained that this long grass sets a safety perimeter and if cut down, the park's perimeter will be very close to the road causing a safety concern. The tall grass contains an array of butterfly plants including milkweed, and beyond that, there is poison ivy that will be easily accessible if the tall grass is cut. Mr. Garside explained that the park has plenty of available room and that the tall grass should remain as is.

Acting Reeve Garside paused the meeting in order to close the public meeting portion.

Public meeting was closed at 7:49 pm. There were no public attendees or comments.

Resolution 2024 - 157  
Moved: Janet Gordanier  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does give third and final reading and pass By-law 1417-24; being a by-law to establish and require payment of various fees and charges.  
\*CARRIED\*

The regular council meeting was continued and Mr. Garside continued with the updates regarding parks. He addressed Ms. Church's request to possibly start creating the walking trails at the possible new park on the W Line. Mr. Garside explained that it needs to be surveyed and mapped out in the fall, when the leaves have fallen off the trees, in order to determine and see the distance to the other properties for privacy reasons.

Resolution 2024 - 158  
Moved: Mike Trainor  
Seconded: Janet Gordanier

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. 1420-24 to authorize an agreement for the joint management and operation of a Fire Department. \*CARRIED\*

Council reviewed a letter received by Mayor Robert Hope of the Village of Hilton, that offered the Township of Hilton the use of the Hilton Beach Community Hall. Council expressed their gratitude and appreciation of this offer.

Resolution 2024 - 159  
Moved: Janet Gordanier  
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the offer from Mayor Robert Hope of the Village of Hilton to use the Hilton Beach Community Hall as an emergency warming shelter as well as a location to host gatherings, social functions and events. \*CARRIED\*

Council suggested that the Acting Clerk reach out to the township's CEMC to advise of the new warming centre.

Resolution 2024 - 160  
Moved: Mike Trainor  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the suggestion made by the Hilton Union Fire Board to accept the 2024 Budget. Each township to contribute \$27,829.39. \*CARRIED\*

Resolution 2024 - 161  
Moved: Janet Gordanier  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the recommendation made by the Hilton Union Fire Board to increase the reserve fund contributions to \$20,000.00 being \$10,000.00 per township in 2025. \*CARRIED\*

Resolution 2024 - 162  
Moved: Janet Gordanier  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does approve Sara Dinsdale enrolling in the Municipal Administrative Program Unit 1 (correspondence format) and unit 2 course (zoom format) at a total cost of \$900.00 plus HST. \*CARRIED\*

Resolution 2024 - 163  
Moved: Janet Gordanier  
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. 1421-24 being a by-law to govern the proceedings of Council and Committees of the Township of Hilton, the conduct of its members and the calling of meetings. \*CARRIED\*

Resolution 2024 - 164  
Moved: Janet Gordanier  
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. 1424-24 being a by-law to authorize the execution of an agreement with the Association of the Municipalities of Ontario for the administration of the transfer of the Canada Community-Building Fund. \*CARRIED\*

Council reviewed the Harassment Policy. It was noted that the policy only includes employee conduct and not the conduct towards employees from the community or public. It was suggested that the Acting Clerk research other township's policies to update the existing policy or to create an additional one to capture customer/public behaviour. Council suggested that once a policy is in place, that it could be included in the next tax bills to be sent out.

Council reviewed by-law 757; Prohibit Dogs from Running at Large. Council suggested that the Acting Clerk research other township's care and control of dogs' policies as well as to look up dog laws of Ontario.

Council reviewed by-law 1328-22; Noise Control and by-law 727; Parking or Camping on All Road Allowances. There were no suggestions of updates to these.

Council reviewed a draft Fireworks By-law. Council suggested that the Acting Clerk research other by-laws that may cover issues and safety with fireworks as well as look into the Provincial legislation. Council agreed to defer this topic to the next regular council meeting.

Council moved into a Cemetery Board Meeting.

Resolution 2024 - 165  
Moved: Mike Trainor  
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adopt the new Grace United Cemetery Schedule of Fees; being Schedule "B" to By-law no. 1418-24. \*CARRIED\*

Resolution 2024 - 166  
Moved: Mike Trainor  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does accept the draft by-law 1418-24; being a by-law to provide for rules and regulations for the care of and control of Grace United Cemetery within the Township of Hilton. This by-law shall come into force and effect upon approval of the Registrar, Funeral Burial and Cremation Services Act, 2022, Bereavement Authority of Ontario. \*CARRIED\*

Resolution 2024 - 167  
Moved: Janet Gordanier  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the request made by Mr. Forbes to donate time and material in restoring the Grace United Cemetery Sign. \*CARRIED\*

There was no new cemetery business. Council moved back into the regular council meeting.

Resolution 2024 - 168  
Moved: Janet Gordanier  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to allowing the Village of Hilton and Lion's Club to include the Township of Hilton's crest on the promotional posters and advertising for the fundraiser/dance at the Community Hall scheduled for August 17, 2024. \*CARRIED\*

Resolution 2024-169  
Moved: Mike Trainor  
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does agree to the payment of Township bills for the month of June, 2024 in the amount of \$131,874.50 as per the attached voucher.  
\*CARRIED\*

Resolution 2024-170  
Moved: Janet Gordanier  
Seconded: Dave Leask

Resolved that this Council move into closed session at 9:33 p.m. to consider items concerning personal matters about an identifiable individual.

Further be it Resolved that should the said closed session be adjourned, the Council may reconvene in closed session to discuss the same matters without the need for a further authorizing resolution. (*Municipal Act* section 239 (2) (b) re personal matters about an identifiable individual. \*CARRIED\*

Resolution 2024-171  
Moved: Mike Trainor  
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON returns to open session at 10:33 pm. \*CARRIED\*

Resolution 2024-172  
Moved: Dave Leask  
Seconded: Janet Gordanier

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF does agree to recommend to the Hilton Union Fire Board that the meeting held on July 26, 2024 is deemed challengeable; therefore, any recommendations and resolutions passed are void. Council also recommends to hold an additional special meeting to re-address the matters of said meeting as discussed in the closed session. \*CARRIED\*

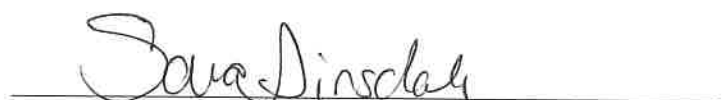
Resolution 2024-173  
Moved: Dave Leask  
Seconded: Mike Trainor

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does pass By-law No. 1425-24 being a by-law to confirm the proceedings of this meeting. \*CARRIED\*

Resolution 2024-174  
Moved: Janet Gordanier  
Seconded: Dave Leask

BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF HILTON does adjourn at 10:35 p.m. Council to meet again at the Hilton Township Municipal office on Wednesday, July 24, 2024 at 6:30 pm or at the call of the Reeve. \*CARRIED\*

  
Deputy Reeve, Dave Leask

  
Acting Clerk, Sara Dinsdale