

THE CORPORATION OF THE TOWNSHIP OF ALBERTON

Council for the Township of Alberton held its Regular Meeting of Council on Wednesday, March 14, 2018 at 7:00 p.m. in Council Chambers of the Municipal Office with the following present:

Reeve: Mike Hammond
Councillors: Peter Spuzak, Mike Ford, Jennifer Johnson
Absent: Wayne Woods
Appointed Officers: Dawn Hayes, CAO/Clerk-Treasurer
Josh Colling, Fire Chief
Blair Lowey, Road Supervisor
Visitors: Kyle Pace, Sydney Chalifoux, James Woods, Dan DeGagne

Reeve Hammond called the meeting to order at 7:00 p.m.

1. **ADDED ITEMS:**

6.5 Nexus Investment Information (*verbal* – CAO/Clerk-Treasurer)

2. **ADOPTION OF THE AGENDA**

RESOLUTION #2018-49: SPUZAK/FORD: Council for the Township of Alberton hereby approves the agenda for the March 14, 2018 regular Council meeting as updated. **CARRIED**

3. **DISCLOSURE OF INTEREST:** None

4. **MINUTES - PREVIOUS MEETING:**

4.1 **RESOLUTION #2018-50: FORD/SPUZAK:** The minutes of:

- (a) the February 14, 2018 regular Council meeting;
 - (b) the March 5, 2018 special Council meeting; and
 - (c) the March 7, 2018 special Council meeting
- be approved as circulated. **CARRIED**

5. **DEPUTATIONS AND PETITIONS:** None.

6. **FINANCES AND ACCOUNTS:**

6.1 **RESOLUTION #2018-51: SPUZAK/FORD:** Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month:

- (a) \$70,164.42 for general accounts payable, online bill payments and Visa payments;
- (b) \$1,190.69 for payments made to Council; and
- (c) \$8,431.30 for staff payroll and mileage. **CARRIED**

6.2 The Statement of Revenues and Expenditures for prior month was received.

6.3 Investment Funds Reports:

- 6.3.1 The Monthly One Investment Funds Report was received.
- 6.3.2 The RBC GIC Investment Details Report was received.

6.4 **RESOLUTION #2018-52: FORD/SPUZAK:** Council for the Township of Alberton confirms receipt of the Township's 2018 *Annual Repayment Limit* statement provided by the Ministry of Municipal Affairs. **CARRIED**


Reeve Clerk

6.5 RESOLUTION #2018-53; JOHNSON/SPUZAK: Council for the Township of Alberton hereby authorizes the CAO/Clerk-Treasurer to set up or establish in the Township’s name savings and/or investment accounts or certificates with the Nexus Credit Union, and to deposit such municipal funds into same as she and the Reeve deem prudent; AND FURTHER THAT the Reeve and CAO/Clerk-Treasurer are hereby authorized to execute on behalf of the Township such documents as may be required in order to do so. CARRIED

7. REPORTS OF MUNICIPAL OFFICERS;

7.1 ROADS:

7.1.1 Road Supervisor Blair Lowey BL advised that that there was washboard on the gravel roads but they cannot be graded right now. The half-loading signs will be put up within two days.

(Dan DeGagne arrived at 7:09 p.m.)

The permanent signs say half-loading comes into effect March 31 but should have said March 1 so he will cover the “3” with appropriate tape. Office staff is to fax out requests for quotes for grading services to Tom Veert, McQuaker, Paul Brown and Robinsons.

The Road Supervisor advised that he had shut the rink down. Ken Rogoza is to look at the broken lock. After the Council meeting, he will lock the rink shack for the season. He advised that the ice went well over the winter and the nets will be stored. He advised that the rink pond does not require dredging and recommended the pond at the Fire Hall should be done instead. He will obtain quotes for restoring water to the rink shack. The issue with the toilets has to be identified and fixed. Council noted that the Fire Chief had not included pond dredging in the VFD Departmental Budget. The Road Supervisor was thanked for his report.

7.1.2 The Roads Work summary for the previous month was received.

7.1.3 The March 8, 2018 email correspondence from TBT Engineering inviting comments regarding the LaVallee Bridge Replacement were received without comment.

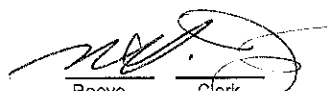
7.1.4 RESOLUTION #2018-54: FORD/JOHNSON: Council for the Township of Alberton hereby directs that 2017 and 2018 OCIF – Formula Component funding, and accumulated interest thereon, in the total approximate amount of \$100,400.00 shall be used during the 2018 fiscal year for the purpose of ASPHALT EMULSION ROAD RESURFACING (single lift) with respect to the following roads, which shall be applied in the order stated:

	ROAD NAME	APPROXIMATE EXPENDITURE
1.	Pihulak Road	\$ 18,920.00
2.	Domanski Road	73,700.00
3.	Kehl Road	<u>7,780.00</u>
	TOTAL:	<u>\$100,400.00</u>

PROVIDED THAT the above expenditure allocations may be adjusted and reallocated between the said roads if and as deemed expedient as actual costs are incurred; AND FURTHER PROVIDED THAT, at the discretion of Council, such projects may be completed only to the extent that the OCIF – Formula Component funding allows, namely to a maximum cost of \$100,400.00 inclusive of non-rebatable HST, or may be postponed or delayed if deemed by Council to be necessary. CARRIED

7.1.4 RESOLUTION #2018-55: JOHNSON/FORD: Council for the Township of Alberton hereby directs that Federal Gas Tax funding and interest thereon in the approximate sum of \$160,533.07 shall be used during the 2018 fiscal year for the purpose of ASPHALT EMULSION ROAD RESURFACING (single lift) with respect to the following roads, which shall be applied to the following roads in the order stated below, to the extent that such funding is available:

1. Kehl Road;
2. Hill Road;
3. Hammond Road;
4. Domanski Road;
5. Ducharme Road; and
6. East Stewart Road.



Reeve Clerk

PROVIDED THAT the funding allocations may be adjusted and reallocated between the said roads if and as deemed expedient as actual costs are incurred; AND FURTHER PROVIDED THAT, at the discretion of Council, such projects may be completed only to the extent that the *Federal Gas Tax* funding allows, namely to a maximum approximate cost of \$160,533.07 inclusive of non-rebatable HST, or may be postponed or delayed if deemed by Council to be necessary. **CARRIED**

7.2 VOLUNTEER FIRE DEPARTMENT

7.2.1 The Fire Chief's Joint Committee Report FIRE2018-02 was received.

Fire Chief Joshua Colling discussed the live training simulator with Council that is proposed to be used by the various fire departments and private partners. He confirmed he will arrange for the fire truck and Sparky to be at the Easter Egg Hunt as requested. The use of the Facebook page and social media as a tool for training and public education was discussed.

RESOLUTION #2018-56; FORD/JOHNSON: Council for the Township of Alberton hereby approves the Township's and/or Alberton Volunteer Fire Department's participation in a joint *Public Education and Training Partnership Project* with public and private partners in accordance with the proposal contained in the Fire Chief's Report FIRE2018-03, provided that the Township's contribution shall not exceed the one-time contribution of \$4,500.00 without formal Council approval. **CARRIED**

7.2.2 **RESOLUTION #2018-57; JOHNSON/FORD:** Council for the Township of Alberton hereby accepts the resignation of KYLE GAVEL as a from the Alberton Volunteer Fire Department, with thanks and appreciation for his years of service as a VFD Member and Deputy Fire Chief. **CARRIED**

7.2.3 **RESOLUTION #2018-58; FORD/JOHNSON:** Council for the Township of Alberton hereby authorizes Fire Chief Joshua Colling to attend the Ontario Association of Fire Chiefs Conference and Trade Show to be held May 3 - 6, 2018 in Toronto, Ontario, provided that:

- (a) the costs of travel, accommodation and meals shall comply with the Township's *Municipal Expense Policy*; and
- (b) that all costs and wages in respect of such attendance be divided equally between the four municipalities participating in the Joint Fire Services Committee. **CARRIED**

7.2.4 The Fire Chief's Summary of RFP Actual Cost/Items to Consider Breakdown re SCBA and related PPE was received.

Fire Chief Colling discussed the SCBA, masks and other items of personal protective equipment from the Request for Proposal process. Council indicated to him that it wants a policy developed with regard to when Personal Protective Equipment will be purchased for new members since the cost is high. It was confirmed that PPE is the property of the municipality, not of the firefighters.

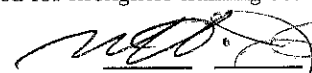
If PPE is broken during the course of a response, the municipality will cover the replacement cost; however, if it is damaged due to not being properly cared for or abused, Council's position was that the member should pay to replace it. Fire Chief Colling indicated that this cannot be enforced. The Fire Chief advised that completion of the bunker gear forms with serial numbers of all PPE assigned to each member is required to be completed by each member for tracking and accountability purposes. Care of all PPE, including pagers, is required.

Deputy Fire Chief DeGagne advised that the SCBA pricing received is about 40% below normal, that the mask pricing was no special deal and that the air cylinders are a very good price. Fire Chief Colling reminded Council that Stone would be doing the fittings and training all at one time if the purchase is approved.

7.2.5 The VFD 2018 Departmental Budget was received.

7.2.5.1 The Fire Chief's March 11, 2018 Memo regarding costs related to the Live Fire Training Simulator Option was received.

The VFD Departmental Budget was discussed. Fire Chief Colling confirmed that he will see if the light bar fits the half-ton. He recommended not charging any fee for the use of the house at 128 Hill Road for training purposes by other fire departments. He suggested the fee matter be discussed with the Fire Committee. The fee process would have to be followed if one is set. Council stated it had not demolished the house on the understanding that it could be used to increase revenues through its use as a training facility. The property had been purchased for purposes of adding to the park and having the shop for roads purposes. A fee of \$50 per day for Joint Fire Committee partners and \$150 per day for non-partners is to be charged for firefighter training use


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but an agreement must be in place to cover off everything, including insurance and liability matters. Fire Chief Colling advised that he would draft an agreement.

RESOLUTION #2018-59: FORD/JOHNSON: Council for the Township of Alberton hereby approves the purchase the following personal protective equipment for the Alberton Volunteer Fire Department based on the following pricing received from A. J. Stone (MSA) through the Joint Fire Services Request for Proposal process:

Item	Quantity	Purchase Price including Non-rebatable HST
SCBA units and accessories	12	\$ 63,573.10
60 Minute Cylinders	25	\$ 34,064.16
RIT Pack, fully equipped (without cylinder)	1	\$ 4,548.28
Facepiece	15	\$ 5,037.12
TOTAL:		<u>\$107,222.66</u>

CARRIED

There was a question as to whether the resolution had passed as voting had not been clear. The Clerk advised the resolution was marked as carried.

7.2.6 The bids for the VFD Surplus Equipment were opened by Council and read out loud. The high bids on the various items were determined to have been received from Blair Lowey and from Bill Johnson. The amounts payable by the successful bidders were calculated and written on the bid forms.

RESOLUTION #2018-60: FORD/SPUZAK: Council for the Township of Alberton hereby accepts the highest bids for Alberton Volunteer Fire Department items previously declared surplus, as are highlighted on the attached bid forms, all of which are sold in “as is, where is” condition; **AND FURTHER THAT** the CAO/Clerk-Treasurer is authorized to finalize the sale of the said items and to execute a bill or bills of sale on behalf of the Township in regard to same upon receipt from the respective bidders of payment of the full bid price for the designated items purchased by them; **AND FURTHER THAT**, in the event that the above bidder(s) fail to pay the bid prices and pick up the said items by March 29, 2018, such items shall be sold to the next highest bidder, if any, with no obligation to the original bidder(s). **CARRIED**

(Fire Chief Joshua Colling, Road Supervisor Blair Lowey, Deputy Fire Chief Dan DeGagne, Kyle Pace, Sydney Chalifoux and James Woods left the meeting at 8:17 p.m.)

7.3 CBO/BY-LAW ENFORCEMENT OFFICER


- 7.3.1 The CBO's Alberton Monthly Building Permit Report for February, 2018 was received.
- 7.3.2 The CBO's LARR Monthly Building Permit Report for February, 2018 was received.

7.4 CAO/CLERK-TREASURER/TAX COLLECTOR/CEMC:

- 7.4.1 The CAO/Clerk-Treasurer's Report re Various was received. Council directed that a separate policy regarding VFD member conduct is to be developed.
- 7.4.2 The CEMC's Report re Various was received.

RESOLUTION #2018-61: FORD/JOHNSON: Council for the Township of Alberton hereby approves the employee group benefits renewal proposal as provided by Jardine Lloyd Thompson Canada Inc. on March 7, 2018, which proposal indicates an overall decrease of 1% in the premium rate. **CARRIED**

RESOLUTION #2018-62: JOHNSON/FORD: WHEREAS asphalt emulsion road resurfacing scheduled to be performed in 2017 was deferred to 2018 to ensure proper set-up of the surface treatment due to the onset of cold weather; **AND WHEREAS**, in 2017, the Township had negotiated a reduction in the original quote by MSO Construction Ltd. for road resurfacing, which price MSO Construction Ltd. agreed to hold and to apply to all road surfacing work to be done in the Township in 2018 if the Township agreed to delay its 2017 road surfacing work to 2018, which offer Council accepted; **AND WHEREAS** Section 2.6 of the Township's *Procurement Policy* permits Council to authorize single source procurement; **NOW THEREFORE** Council for the Township hereby confirms authorization for the CAO/Clerk-Treasurer to undertake single source procurement from MSO Construction Ltd. with regard to the application of a single lift of asphalt emulsion surface treatment on Pihulak, Domanski, Kehl, Hammond, Hill, Ducharme and East Stewart Roads to be completed during 2018, prior to


Reeve Clerk

August 31, 2018, which procurement shall be based on the 2017 pricing provided by MSO Construction Ltd. and shall be formalized in writing. **CARRIED**

Council indicated it would be amenable to selling a section of road allowance running across Mrs. Gerhard's property if the application process is followed. Council had no comments or objections to the Carmody consent application. Voting on the resolution for the SCBA purchase was discussed. Council confirmed the resolution would not be rescinded.

7.5 REEVE/COUNCIL REPORTS: None.

8. REPORTS OF COMMITTEES AND BOARDS:

8.1 RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION

8.1.1 Councillor Spuzak advised there had been no activity since the Annual General Meeting.

8.2 R.R.D.S.S.A.B.

8.2.1 Councillor Johnson advised that issues with paramedic negotiations continued.

8.3 RECREATION COMMITTEE

8.3.1 Councillor Johnson advised that there had been a Rec Committee meeting tonight prior to the Council meeting to stuff eggs for the Egg Hunt and discuss possible future events. The Rec Committee will continue but will handle organizing events and not the physical carrying out of them so volunteers will be needed in order for future events to be held. There was discussion on improving the slide hill and putting cement pads under the new picnic tables if there is money to do so.

9. OLD BUSINESS:

9.1 2018 Budget:

The March draft of the Budget was received. Council raised questions about various amounts in the VFD capital expenditures. The Fire Chief is to be asked to provide clarification of same.

The CAO/Clerk-Treasurer was instructed to add the following items to the Transportation budget: \$10,000 for brushing, \$500 for signs, \$500 for contingency and \$2,500 for Road Surfacing maintenance for patching material. Snowplowing is to be left at \$40,000 for the Township. The sum of \$2,500 is to be added to the VFD budget for pond dredging.

10. NEW BUSINESS:

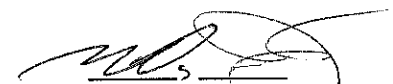
10.1 RESOLUTION #2018-63: FORD/JOHNSON; WHEREAS Councillor Wayne Woods is unable to carry out his regular Council duties for personal reasons; NOW THEREFORE Council for the Township of Alberton hereby formally excuses the absence of Councillor Wayne Woods from this meeting. **CARRIED**

10.2 No action was taken with regard to the invitation to attend Rainy River Federation of Agriculture's Spring Ag Day on April 13, 2018 in Emo.

10.3 Requests for Support:

10.3.1 Council agreed the Reeve is to sign letters of support to the Premier and to the Minister of Natural Resources with regard to the *Endangered Species Act* proposal as requested by Rainy River Future Development Corporation.

10.3.2 RESOLUTION #2018-64: FORD/JOHNSON; Council for the Township of Alberton hereby supports Resolution #2018-01 which was passed on January 22, 2018 by Council for the City of Cornwall, a copy of which is attached, which seeks Provincial implementation of reforms to encourage remediation of abandoned contaminated properties and provision of more tools to municipalities to encourage such remediation. **CARRIED**


Reeve Clerk

11. PLANNING: None.

12. INFORMATION: None.

13. IN CAMERA – CLOSED MEETING SESSION:

13.1 RESOLUTION #2018-38: FORD/JOHNSON: Council for the Township of Alberton hereby moves to an in-camera session at 9:02 p.m. pursuant to the provisions of Section 239 of the *Municipal Act, 2001* for the purpose of discussing matters affecting the municipality for which a meeting or part of a meeting is allowed to be closed to the public, which items to be considered are: employee / identifiable individual matters. CARRIED


13.2 RESOLUTION #2018-39: JOHNSON/FORD: Council for the Township of Alberton hereby returns to an open session at 9:09 p.m. CARRIED

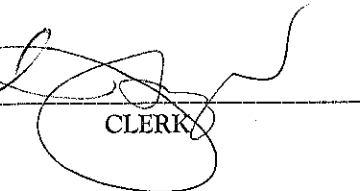
Discussion in camera focused on direction to the CAO/Clerk-Treasurer regarding employee matters related to the Budget.


14. ADJOURNMENT:

14.1 RESOLUTION #2018-67: SPUZAK/FORD: A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its March 5 and 7, 2018 special Council meetings and at its March 14, 2018 regular meeting, be introduced and read a first, second and third time, passed and numbered as By-Law #08/18, and that said By-Law be signed by the Reeve or alternate, and the Clerk, sealed with the seal of the Corporation and be engrossed in the By-Law book. CARRIED

14.2 RESOLUTION #2018-68: FORD/JOHNSON: That this meeting of Council for the Township of Alberton be and is hereby adjourned at 9:10 p.m. CARRIED


REEVE


CLERK


Reeve Clerk