

# THE CORPORATION OF THE TOWNSHIP OF ALBERTON

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Council for the Township of Alberton held its Regular Meeting of Council on Wednesday, February 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: Geoff Gillon and Blair Anderson - Rainy River Future Development Corporation

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

1. **ADDED ITEMS:** None.

2. **ADOPTION OF THE AGENDA**

**RESOLUTION #2018-21; FORD/SPUZAK:** Council for the Township of Alberton hereby approves the agenda for the February 14, 2018 regular Council meeting as updated. **CARRIED**

3. **DISCLOSURE OF INTEREST:** None

4. **MINUTES - PREVIOUS MEETING:**

4.1 **RESOLUTION #2018-22; SPUZAK/FORD:** The minutes of the January 10, 2018 regular Council meeting be approved as circulated. **CARRIED**

5. **DEPUTATIONS AND PETITIONS:**

5.1 Geoff Gillon and Blair Anderson addressed Council on behalf of Rainy River Future Development Corporation. A handout was distributed by Mr. Gillon for Council to follow as he informed the members of the mandate of and services provided by RRFDC, and updated them on the organization's various initiatives throughout the District. There was discussion throughout the presentation. The Reeve thanked Mr. Gillon and Mr. Anderson for the presentation and the two men departed from the meeting at 7:28 p.m.

6. **FINANCES AND ACCOUNTS:**

6.1 **RESOLUTION #2018-23; FORD/SPUZAK:** Council for the Township of Alberton hereby approves payment of the following Accounts Payable for January, 2018:

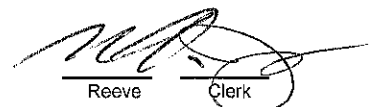
- (a) \$66,382.59 for general accounts payable, online bill payments and Visa payments;
  - (b) \$1,763.90 for payments made to Council; and
  - (c) \$7,666.74 for staff payroll and mileage.
- CARRIED**

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 The Tax Arrears Summary as at January 31, 2018 was received. As discussed with the auditor and to eliminate potential confusion with numbers related to the interim and final levies, this report will not be provided to Council again until

  
Reeve Clerk

the October meeting when the bulk of 2018 taxes will have been collected and tracking of arrears will be more meaningful.

6.5 Resolutions related to the 2017 Audit:

**RESOLUTION #2018-24: SPUZAK/FORD:** Council for the Township of Alberton confirms approval for the sum of \$20,974.70 to be transferred to the Sustainability Reserve for the 2017 fiscal year; **AND FURTHER THAT** the budgeted transfers of \$40,500 from the Road Surfacing Reserve Fund and of \$60,000 from the Federal Gas Tax Reserve Fund be and are hereby deemed to be rescinded due to the related road resurfacing project not taking place in 2017.

**CARRIED**

**7. REPORTS OF MUNICIPAL OFFICERS:**

**7.1 ROADS:**

7.1.1 Road Supervisor Blair Lowey advised that all is good with the roads but that there has been drifting in some places. It was deemed not necessary to push back snowbanks. The plow truck is to handle all drifting as per the contract. Mr. Lowey informed Council that both snowblowers at the rink had required repairs and were now back in use, and the rink is in good shape. The Road Supervisor was thanked for his report.

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

**7.2 VOLUNTEER FIRE DEPARTMENT**

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

7.2.1.1 The February 7, 2018 email from the Fire Chief enclosing information regarding the SCBA Request for Proposal was received.

7.2.1.2 The Actual Cost Summary – SCBA RFP Alberton Township report was received.

Fire Chief Colling discussed the various items contained in his report. He was directed to explore the possibility of purchasing Personal Protective Equipment from LaVallee.

There was discussion on the Joint Fire Services Committee meeting, and the SCBA RFP evaluations and costs and recommendation. Council indicated it would discuss the proposed purchase further during the Budget section of this meeting.

The Fire Chief raised a question about the 911 billings provided by Fort Frances. Staff is to provide him with a copy of the billing so he can evaluate the information in it for accuracy.

*(Councillor Johnson arrived at the meeting at 7:50 p.m.)*

7.2.2 Items tabled from December, 2017 meeting:

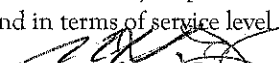
7.2.2.1 The background information from the Fire Chief on the proposed regulations regarding certification and community risk assessments was received.

7.2.2.2 The Fire Chief's Report 2018-03 regarding the proposed regulations was received.

Fire Chief Colling discussed the items contained in his report, reiterating that the number of hours estimated by him to be required for certification and his opinion that those hours move the time required from volunteer to paid positions, and noting his estimated costs for hours and training put a high price tag on the requirements.

He recommended that, in Council members submitting their comments on the regulations, they stress that the time lines for implementation are not long enough and that they should push for 36 or 48 months to get all members certified. It was noted by Council that the department may have to close due to the unaffordable costs. The Fire Chief briefly discussed the recommendation in his report that a District Fire Service be established. The Fire Chief was asked to create and provide a summary of points that members of Council should include in their comments on the regulations.

**RESOLUTION #2018-25: FORD/JOHNSON: WHEREAS** the Ministry of Community Safety and Correctional Services is seeking public input on proposed regulations under the *Fire Protection and Prevention Act, 1997* which require mandatory training and certification for firefighters, as well as mandatory risk assessments to inform the delivery of fire protection services; **AND WHEREAS** the cited changes will directly impact the Township of Alberton and the Alberton Volunteer Fire Department both financially and in terms of service level

  
Reeve      Clerk

and potentially in terms of member retention and recruitment; **NOW THEREFORE** Council for the Township of Alberton hereby directs that: all members of Council shall individually submit comments on the said proposed regulations through the Ontario Regulatory Registry portal on or before March 11, 2018, being the final date such submissions may be made. **CARRIED**

- 7.2.3 With regard to the matter of a possible joint purchase of training props and potential participation in a public-private partnership for training previously sought by the Fire Chief, which matter had been tabled in December and January pending receipt of further information, Council was advised by the Fire Chief of the current status and that he will know next month whether or not entities are on board. He stated that having the initiative be district-wide as Council had previously suggested, would not happen as the private entities believed that the opportunities for use would be too diluted.

(Fire Chief Joshua Collin and Road Supervisor Blair Lowey left the meeting at 8:27 p.m.)

### 7.3 CBO/BY-LAW ENFORCEMENT OFFICER

- 7.3.1 The CBO's Alberton Monthly Building Permit Report for January, 2018 was received.  
7.3.2 The CBO's LARR Monthly Building Permit Report for January, 2018 was received.  
7.3.3 The 2017 Building Statistics Annual Summary was received.

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

- 7.4.1 The CAO/Clerk-Treasurer's Report re Various was received.

**RESOLUTION #2018-26: JOHNSON/FORD:** A By-Law to authorize execution of an agreement confirming the remuneration and conditions relating to the employment agreement with Fire Chief Joshua Colling approved by By-Law #21/17, be introduced and read a first, second and third time, passed and numbered as By-Law #06/18 and that the said By-Law be signed by the Reeve and the Clerk, sealed with the seal of the Corporation and be engrossed in the By-Law book. **CARRIED**

**RESOLUTION #2018-27: FORD/JOHNSON:** Council for the Township of Alberton hereby confirms that the annual Consumer Price Index increase in remuneration for all employees who have been employed by the Township for more than one consecutive year, retroactive to January 1, 2018, shall be 1.5% as set out in attached *Consumer Price Index, by Province (Ontario)* table posted online by Statistics Canada. **CARRIED**

Council directed that it does not wish the Township's *Tax Collection Policy* to be amended to contain direction to commence court action as it deems tax sales proceedings to be sufficient for municipal purposes. The collection agency is to be advised of this direction.

**RESOLUTION #2018-28: FORD/JOHNSON:** Council for the Township of Alberton hereby authorizes Dawn Hayes to attend the following training sessions and conferences:


1. *AMO Bill 68 Webinar* scheduled to be held on February 15, 2018;
  2. *MMA Planning Conference* to be held in Thunder Bay on March 21 & 22, 2018; and
  3. *AMCTO Zone 9 Meeting* to be held in Thunder Bay on April 24 & 25, 2018 (provided that content warrants attendance),
- and that all costs in regard thereto be covered. **CARRIED**

Council directed that, rather than doing monthly smoke alarm draws, draws for combination smoke/CO2 alarms are to be done quarterly, which will keep the cost of the prizes at approximately the same level. Council confirmed that a special meeting on March 5, 2018 to receive the auditor's verbal report on the 2017 audit is suitable for the members.

- 7.4.2 The CEMC's Report re Various was received. The CEMC is to clarify with OFMEM at what point during the year the Emergency Control Group has to be trained in order to be compliant, particularly with the incoming Council not being sworn in until December and other matters being of much higher priority.

**RESOLUTION #2018-29: SPUZAK/FORD:** Council for the Township of Alberton hereby authorizes CEMC Dawn Hayes and Alternate CEMC Blair Lowey to attend:

1. the *OFMEM Regional Engagement Session* to be held on March 6, 2018; and
  2. the *CEMC Spring Sector Meeting* to be held on March 7, 2018,
- both in Fort Frances, and that all costs in regard thereto be covered. **CARRIED**

  
Reeve      Clerk

7.5 REEVE/COUNCIL REPORTS:

7.5.1 Reeve Hammond and Councillors Johnson and Spuzak had attended the RRDMA Annual General Meeting to be reported on under 8.1.1.

8. REPORTS OF COMMITTEES AND BOARDS:

8.1 RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION

8.1.1 Councillor Spuzak, Reeve Hammond and Councillor Johnson discussed the Annual General Meeting and presentations done at it.

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

8.2.1 Councillor Johnson advised that negotiations with the paramedics had stalled.

8.3 RECREATION COMMITTEE

8.3.1 Councillor Johnson advised that some volunteers had stepped forward so Family Day was proceeding. She will organize everything prior to the event but cannot attend. Councillor Ford will be there to oversee things with the Rec Committee members in attendance and the volunteers.

8.3.2 RESOLUTION #2018-30: FORD/JOHNSON: Council for the Township of Alberton hereby receives and approves the minutes of the January 10, 2018 Recreation Committee meeting. **CARRIED**

9. OLD BUSINESS:

9.1 2018 Budget:

9.1.1 RESOLUTION #2018-31: JOHNSON/FORD: Council for the Township of Alberton hereby authorizes a contribution of \$6,783.00 to the Rainy River Future Development Corporation to be included in the Township's 2018 Budget, which amount shall be paid at a time during the 2018 taxation year which is deemed appropriate by the CAO/Clerk-Treasurer. **CARRIED**

9.1.2 The CAO/Clerk-Treasurer's Memo regarding the Draft Capital Budget was received.

9.1.2.1 The Preliminary *Draft Capital Budget – All Departments* was received for discussion purposes.

RESOLUTION #2018-32: FORD/JOHNSON: Council for the Township of Alberton hereby authorizes the CAO/Clerk-Treasurer to purchase:

1. two small laser printers to replace those in the Municipal Office; and
  2. PowerPoint equipment to aid with training and presentations in the Township,
- provided that the net cost for all of the said items is \$2,000.00 or less. **CARRIED**

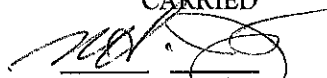
In considering the availability and requirements surrounding OCIP Formula Funding and Federal Gas Tax Funding, Council agreed that all three groups of surfaced roads set out in the Draft Capital Budget be included in the 2018 Budget and staff is to submit the required reports so the funding may be used for same.

Council discussed the SCBA and related equipment purchases recommended by the Fire Chief at length but did not arrive at a consensus. There was discussion on the inter-related factors of the proposed regulations and future costs of having a fire department, concerns regarding the Fire Chief's push for a District Fire Service. Council directed that discussion on the matters be added to the agenda for March 5, 2018 special meeting to follow the auditor's report. Staff was directed to relay the information regarding the VFD matters to Councillor Woods to obtain his input prior to the special meeting.

10. NEW BUSINESS:

10.1 RESOLUTION #2018-33: JOHNSON/FORD: 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 RESOLUTION #2018-34: FORD/JOHNSON: Council for the Township of Alberton hereby authorizes the following Township representatives to attend the Northwestern Ontario Municipal Association Annual General Meeting and Conference to be held May 2 - 4, 2018 in Kenora, and that all costs in regard thereto be covered: Wayne Woods, Mike Ford, Peter Spuzak, Jenn Johnson, Mike Hammond, if available **CARRIED**

  
Reeve      Clerk

10.3 No action was taken with regard to the invitation from the Right Relations Circle to attend its movie event.

10.4 The February 7, 2017 email from MMA/MHO regarding the Residential Tenancies Act was received.

**RESOLUTION #2018-35: FORD/JOHNSON:** Council for the Township of Alberton hereby authorizes the following Township representatives to attend the *Residential Rental Maintenance Standards Training* offered by the Ministry of Municipal Affairs and the Ministry of Housing, to be held in Thunder Bay on April 5 & 6, 2018, and that all costs in regard thereto be covered: Dawn Hayes **CARRIED**

The CAO/Clerk-Treasurer is to determine from other area Clerks who their municipalities are appointing to conduct inspections in respect of the downloaded responsibilities.

10.5 Requests for Support:

10.5.1 No action was taken with regard to the resolution from the Municipality of West Nipissing to allow use of hand-held devices by road authorities conducting work-related activities.

10.5.2 **RESOLUTION #2018-36: FORD/JOHNSON:** Council for the Township of Alberton hereby supports Resolution #2017/1211-1001 passed on December 11, 2017 by Council for the Town of Amherstburg, a copy of which is attached, which supports the content of the November 27, 2017 letter sent to the Minister of Health and Long-Term Care by the Windsor-Essex Country Board of Health regarding proposed changes to the *Cannabis Act (Bill C-45)*. **CARRIED**

10.5.3 **RESOLUTION #2018-37: JOHNSON/FORD:** Council for the Township of Alberton hereby supports the resolution passed by Council for the Township of Norwich on January 30 2018, a copy of which is attached, which seeks to have the Province ensure that the intent of legislation and regulations relative to the *Ontario Building Code* continue to be principally for the protection of the public, for occupant health and safety in relation to the built environment, and that the Province examine other avenues for implementation of other initiatives. **CARRIED**

11. PLANNING: None

12. INFORMATION:

12.1 The January 23, 2018 Main Street Revitalization Fund Announcement information from AMO was received.

12.2 The Administrative Assistant's Report on Ontario Trillium Funding Information Session was received.

13. IN CAMERA - CLOSED MEETING SESSION:

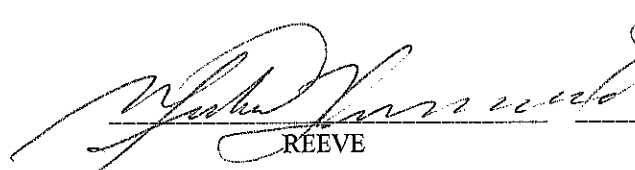
14.1 **RESOLUTION #2018-38: FORD/JOHNSON:** Council for the Township of Alberton hereby moves to an in-camera session at 9:45 p.m. pursuant to the provisions of Section 239 of the *Municipal Act, 2001* for the purpose of discussing matters affecting the municipality for which a meeting or part of a meeting is allowed to be closed to the public, which items to be considered are: employee matters relating to the 2018 Budget. **CARRIED**


14.2 **RESOLUTION #2018-39: JOHNSON/FORD:** Council for the Township of Alberton hereby returns to an open session at 9:48 p.m. **CARRIED**

14. ADJOURNMENT:

14.1 **RESOLUTION #2018-40: FORD/JOHNSON:** A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its February 14, 2018 regular meeting, be introduced and read a first, second and third time, passed and numbered as By-Law #07/18, 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 #2018-41: JOHNSON/FORD:** That this meeting of Council for the Township of Alberton be and is hereby adjourned at 9:49 p.m. **CARRIED**

  
REEVE

  
CLERK

Reeve Clerk