



THE CORPORATION OF THE TOWNSHIP OF ALBERTON

Council for the Township of Alberton held its Regular Meeting of Council on Tuesday, March 12, 2019 at 7:00 p.m. in Council Chambers of the Municipal Office with the following present:

Reeve: Mike Ford
Councillors: Diane Glowasky, Peter Spuzak, Daniel DeGagne, Jennifer Johnson
Appointed Officers: Dawn Hayes, CAO/Clerk-Treasurer
Blair Lowey, Road Supervisor
Visitors: Jon Evans and Jeff Savage of BDO Canada, Chuck Arpin

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

1. **ADDED ITEMS:** None

2. **ADOPTION OF THE AGENDA:**

2.1 **RESOLUTION #2019 -55: JOHNSON/SPUZAK:** Council for the Township of Alberton hereby approves the agenda for the March 12, 2019 regular Council meeting as updated. **CARRIED**

3. **DISCLOSURE OF INTEREST:**

A written *Declaration of Pecuniary Interest* was provided by Councillor Spuzak in respect of Agenda Item 9.2 to allow him to present a proposal to Council regarding gateway signage, which was acknowledged by the Reeve as received and which was filed with the Clerk.

4. **MINUTES - PREVIOUS MEETING:**

4.1 **RESOLUTION #2019-56: SPUZAK/JOHNSON:** The minutes of the February 12, 2019 regular Council meeting be approved as circulated. **CARRIED**

5. **DEPUTATIONS AND PETITIONS:**

5.1 Jon Evans and Jeff Savage of BDO Canada addressed Council to provide their report on the 2018 audit, expressing appreciate to staff for its work and assistance. They reviewed the 2018 Financial Statements with Council in detail, providing additional background information on the process for the benefit of new members of Council.

(Councillor DeGagne arrive at the meeting at 7:17 p.m.)

The Township's net financial assets were deemed very good. The review continued with various points of discussion. It was noted that, while the Township's removal of all investment funds from One Funds caused losses on withdrawal, the move saved the Township from continuing losses which it would have sustained.

(Road Supervisor Blair Lowey arrived at the meeting at 7:33 p.m.)


The auditors completed their verbal review of the financial statements and confirmed that there were no qualifications to their audit report. They also confirmed that they had completed their portion of the Township's 2018 Financial Information Return and same had been provided to the CAO/Clerk-Treasurer for completion and submission.

There was discussion on the Township's ability to accept donations from estates in accordance with a will and its ability to issue a charitable receipt for same. Solicitation of same was not recommended.

RESOLUTION #2019-57: JOHNSON/SPUZAK: Council for the Township of Alberton hereby approves the December 31, 2018 draft audited financial statements as presented by BDO Canada LLP. **CARRIED**

The Financial Statements and other audit-related documentation was signed on behalf of the Township by the Reeve and CAO/Clerk-Treasurer and hard copies of the materials were provided for Township records. There was brief discussion


Reeve


Clerk

on BDO investment services which can be made available to provide advice to the Township. The auditors were thanked for their presentation and departed from the meeting at 7:52 p.m.

6. FINANCES AND ACCOUNTS:

6.1 **RESOLUTION #2019-58; JOHNSON/SPUZAK:** Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month:

- (a) \$106,233.55 for general accounts payable, online bill payments and Visa payments;
- (b) \$1,950.74 for payments made to Council; and
- (c) \$13,032.92 for staff payroll, including mileage.

CARRIED

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

6.3 Monthly Investment Funds Reports:

- 6.3.1 The RBC GIC information was received.
- 6.3.2 The Alterna Credit Union Term Deposit Summary was received.
- 6.3.3 The Monthly Investment Funds Summary was received.

Council confirmed that the CAO/Clerk-Treasurer is to put maturing GIC funds into new GICs or Term Deposits at the local financial institution having the best rate available at the time.

6.4 The Trial Balance as at December 31, 2018 (final) was received.

6.4.1 The 2019 Trial Balance as at January 31, 2018 was received.

RESOLUTION #2019-59; DEGAGNE/GLOWASKY: Council for the Township of Alberton hereby acknowledges receipt of and approves the following financial reports provided to it:

- (a) Statement of Revenue and Expenditures for February, 2019;
- (b) RBC GIC Investments Summary; and
- (c) Alterna Credit Union Term Deposit Summary;
- (d) 2019 Monthly Investment Funds Report - February, 2019;
- (e) Trial Balance as at December 31, 2018 (audited, final);
- (f) Trial Balance as at February 28, 2019.

CARRIED

6.5 **RESOLUTION #2019-60: DEGAGNE/JOHNSON:** Council for the Township of Alberton hereby confirms its authorization for the 2018 year-end transfer of \$154,808.52 to the Sustainability Reserve. **CARRIED**

6.6 **RESOLUTION #2019-61: DEGAGNE/JOHNSON:** Council for the Township of Alberton confirms receipt of the Township's 2019 Annual Repayment Limit provided by the Ministry of Municipal Affairs and Housing. **CARRIED**

7. REPORTS OF MUNICIPAL OFFICERS:

7.1 ROADS

7.1.1 Road Supervisor Blair Lowey advised Council that the roads were good though slushy in places, that snow in the ditches had been pushed back well and noted that the February snowplowing invoice had been high due to the recurring snowstorms. He had noted cracks in some of the roads and said there was no wood being hauled.

He advised that the skating rink was done for the year though kids are still sliding. He reported that the rink shack is in good condition that he will remove the hockey nets from the rink during the week and store them.


He advised that he had attended the Essentials of Fire Protection course in Fort Frances, it was very in depth but which he deemed to be more appropriate for Council members and other staff as it didn't have much to do with roads. He left the manual provided during the course which contained templates for by-laws, agreements and other documents.

7.1.2 The Roads Work Summary for Prior Month was received.

7.2 VOLUNTEER FIRE DEPARTMENT VOLUNTEER FIRE DEPARTMENT:

7.2.1 A written report was not provided as the Fire Chief is away for two weeks.

7.2.2 The Fire Chief's Work Summary for the Prior Month was received.


Reeve


Clerk

- 7.2.3 The information regarding the Air Tank Fill Agreement was received. The matter was tabled to the April Council meeting for discussion with the Fire Chief.

(Road Supervisor Lowey left the meeting at 7:30 p.m.)

7.3 CBO/BY-LAW ENFORCEMENT OFFICER:

- 7.3.1 The CBO's AMBIS Monthly Building Report for February, 2019 was received.
7.3.2 The CBO's Alberton Building Statistics Report for February, 2019 was received.

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

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

RESOLUTION #2019-62: JOHNSON/DEGAGNE: WHEREAS an external Facebook page entitled *Alberton Community* has been established which is not operated or maintained by the Township; **NOW THEREFORE** Council for the Township of Alberton rescinds Resolution #2019-08, being authorization for a Township Facebook page to be set up and maintained by the Township. **CARRIED**

RESOLUTION #2019-63: DEGAGNE/JOHNSON: A By-Law to authorize an agreement for Integrity Commissioner Services, be introduced and read a first, second and third time, passed and numbered as By-Law #12/19, 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**

The CAO/Clerk-Treasurer discussed concerns regarding the draft Bill 68 policies as parts of same do not reflect or fit the way the Township functions and do not recognize certain matters beyond its control. The adoption of formal policies under Bill 68 was tabled to the April Council meeting. The copies approved in draft form in February will continue until final versions of the policies are adopted in April. The CAO/Clerk-Treasurer is to circulate proposed changes to the draft policies.

The information from Frank Cowan Company regarding the municipal ability to declare "significant winter events" was received. The matter was tabled pending further information.

7.5 REEVE/COUNCIL REPORTS:

- 7.5.1 Reeve Ford reported on his attendance at the Town of Fort Frances meeting regarding the mill, which Councillor Glowasky had also attended.

8. REPORTS OF COMMITTEES AND BOARDS:

8.1 RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION


- 8.1.1 Councillor Spuzak advised that there had been no activity with the Executive and that its next meeting will be held in April.

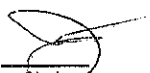
8.2 R.R.D.S.S.A.B.

- 8.2.1 Reeve Ford advised that the DSSAB Budget had been passed and he had provided the Township's information to the CAO/Clerk-Treasurer for incorporation in to the Township's 2019 Budget. He discussed damages to the building, the repair of which is holding up availability of the pocket housing building rentals.

8.3 RECREATION COMMITTEE

- 8.3.1 Councillor Glowaski reported on the Rec Committee's March 6th meeting. Tony Elder's proposal to plant seedlings was not supported. The success of the Family Fun Day event, which had a high turn-out, was discussed. Council agreed that yoga can be done at the park in summer on a personal basis but is not to be a Rec Committee project or related to the Township. On June 2nd, the Committee will hold a pancake supper event with games before and after the meal. Council directed that new skate assist items for use of young children learning to skate should be purchased to replace the old ones. Councillor Glowasky summarized operational matters discussed by the Committee. Council expressed concern over the number of Committee meetings proposed to be held and agreed that one should be sufficient to plan the pancake dinner event. A Rec Committee meeting will be held May 8th to finalize assignments for that event. Event publicity and recognition of media was also discussed.


Reeve


Clerk

- 8.3.2 The copy of the email from Tony Elders to Re Chair Louis Byma regarding the Rainy River District Stewardship seedlings was received. No action will be taken.
- 8.3.3 The draft minutes of the March 6, 2019 Recreation Committee meeting were received.

9. OLD BUSINESS:

9.1 2019 Budget:

- 9.1.1 Discussion on the Asset Management Plan priorities spreadsheet was tabled pending information on how much the Township's annual OMPF funding will be impacted by the Provincial review.
- 9.1.2 The March Draft of the 2019 Budget, which was not final, was received.

Council approved Miscampbell Local Roads Board/MTO doing placement of gravel and the culvert replacements, as well as repair of frost "punch-outs" in the roadway as part of the prep work, and the Township handling dust suppressant. The year end costs will be adjusted per usual practice.

Annual contributions of \$1,500 per year are to be made to replenish the Elections Reserve for the next municipal election. Insurance quotes are to be sought from other agents this year.

Issues with the tanker truck were discussed. Council directed that \$60,000.00 is to be transferred from the Sustainability Reserve into a dedicated Reserve Fund for the purchase of a replacement tanker truck. A by-law in this regard is to be prepared for adoption at the April Council meeting.

The CAO/Clerk-Treasurer is to explore availability of online health and safety, AODA and human resources training is to be explored.

It was generally agreed that the mutual drain work is underestimated but not of significant concern since it will be offset by MTO and property owners as parties to the Mutual Drain Agreement.

A contribution to the VFD Reserve of \$10,000.00 is to be done. This will be reviewed at year end. The boots and station uniforms are to be discussed with the Fire Chief in April.

RESOLUTION #2019-64: DEGAGNE/JOHNSON: Council for the Township of Alberton hereby authorizes the CAO/Clerk-Treasurer to obtain a quote for brushing work to be done in the Township from All Terrain Contracting. **CARRIED**

Council agreed that brushing is to be done on both sides of municipal roads to a maximum of the \$15,000.00 budgeted.

RESOLUTION #2019-65: DEGAGNE/JOHNSON: Council for the Township of Alberton hereby confirms approval for the purchase of an iPad and required software for use by Councillor Spuzak for Township business at a cost of \$1,670.00, which cost shall be a taxable benefit for him in 2019. **CARRIED**

Council agreed that, to accommodate Mr. Arpin, the closed session would be divided and the portion concerning him be held immediately.

13. IN CAMERA - CLOSED MEETING SESSION:

- 13.1 **RESOLUTION #2019-66: DEGAGNE/JOHNSON:** Council for the Township of Alberton hereby moves to an in-camera session at 9:06 p.m. pursuant to the provisions of Section 239 of the *Municipal Act, 2001* for the purpose of discussing matters affecting the municipality as permitted by Section 239 of the *Municipal Act, 2001* which allows a meeting or part of a meeting to be closed to the public for the following subject matter to be considered: potential land disposition. **CARRIED**

(Mr. Arpin left the meeting at 9:20 p.m.)

RESOLUTION #2019-67: JOHNSON/DEGAGNE: Council for the Township of Alberton hereby returns to an open session at 9:25 p.m. **CARRIED**

In camera discussion focused on a property inquiry. The CAO/Clerk-Treasurer is to gather and provide information for Council.


Reeve


Clerk

- 9.2 **RESOLUTION #2019-68: JOHNSON/DEGAGNE:** Council for the Township of Alberton hereby authorizes the Township's purchase of the following LED signage from TVLiquidator, to be installed on the Municipal Office grounds and used for Township event and other notice purposes: LED Sign Size: 69" X 36", Posted Cost per Sign: \$2185. U.S. funds (*may be subject to change*), Quantity: 2 for 2-sided sign. **CARRIED**

Council agreed that a frame is to be built around the LED signs.

Councillor Spuzak confirmed his conflict of interest he declared at the start of the meeting in respect of the following proposal made by him.

He advised Council that he is interested in creating and installing the new gateway signs for the Township. He handed out several photographs of highway business signage he created over the years for numerous businesses throughout the District and Highway 71 corridor as evidence of his experience. He produced a preliminary sketch of the design he developed for the Township's new gateway signage. Council agreed that the design is clean, simple, clear and much to its liking but questioned the cost. Councillor Spuzak stated he is willing to do the work, including installation on properly set posts, for \$8,000.00 per sign, excluding applicable taxes. He advised that he expects that he can complete and install both signs by summer.

Councillor Spuzak did not provide input or participate in the following discussion. Council discussed difficulties with getting the business originally contacted in 2018 to work with the Township, to attend the February Council meeting as requested to discuss the project with Council firsthand, or to provide sample designs as requested to provide a firm quote. The Main Street funding is sufficient to allow the both the double-sided LED signs and the new gateway signage proposed by Councillor Spuzak to be procured and installed, including framing of the LED signs. Council was unanimous in its informal approval of the draft design produced by Councillor Spuzak. Council agreed that its preference is to have the work done by Councillor Spuzak.


Council asked that Councillor Spuzak provide a more finished sketch for the April meeting. The CAO/Clerk-Treasurer was instructed to have a formal resolution available at that meeting to authorize the work in accordance with the Township's *Procurement Policy*.

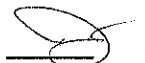
10. NEW BUSINESS:

10.1 Requests for Support:

- 10.1.1 **RESOLUTION #2019-70: DEGAGNE/JOHNSON:** WHEREAS the Ontario government is currently undertaking a review of the *Endangered Species Act* to "improve protections for species at risk, consider modern and innovative approaches to achieve positive outcomes for species at risk, as well as to look for ways to streamline approvals and provide clarity to support economic development." AND WHEREAS Council for the Township of Alberton understands that the *Crown Forest Sustainability Act* (CFSA) is an equivalent process to the *ESA*; AND WHEREAS changes made to the *ESA* must include the consideration of climate change on habitat on all species at risk policy; AND WHEREAS changes made to the *ESA* must recognize the cumulative impact of all species at risk policy on a healthy economy; AND WHEREAS socio-economic impact analysis must be completed and shared with impacted stakeholders and Indigenous communities prior to any species at risk policy being implemented; AND WHEREAS even under a permanent regulation or legislative change to the *ESA* recognizing equivalency, species at risk policy and prescriptions delivered under the CFSA must consider the impacts of climate change and the cumulative social and economic impacts; AND WHEREAS Ontario has a window of opportunity to ensure a workable outcome on species at risk policy that provides a long-term solution that protects jobs and the economy; AND WHEREAS Council for the Township of Alberton remains concerned that the Federal Government could step into non-Federal lands and prescribe how forests will be managed through an unworkable Section 11 Conservation Agreement or Emergency Protection Order; **NOW THEREFORE BE IT RESOLVED THAT** Council for the Township of Alberton, in an effort to support the forest industry, strongly encourages the Ontario Government to recognize equivalency between the *ESA* and CFSA through a permanent section 55 regulation or legislative change to the *ESA* and that, while working under the CFSA, the forest sector requires species at risk policy and prescriptions that consider the impacts of climate change and the cumulative, social and economic impacts. **CARRIED**

RESOLUTION #2019-69: JOHNSON/DEGAGNE: Council for the Township of Alberton hereby


Reeve


Clerk

authorizes Reeve Ford to sign a letter of support on behalf of Council in regard to the 10th Year Review of the Endangered Species Act as requested by NOMA. **CARRIED**

10.1.2 **RESOLUTION #2019-71: GLOWASKY/DEGAGNE:** Council for the Township of Alberton hereby supports Resolution #17-2019 passed by Council for the Town of Saugeen Shores on February 11, 2019, a copy of which is attached hereto, which seeks to have the Governments of Canada and Ontario accept applications for funding under the *Investing in Canada Infrastructure Program* to help address the recreation and culture capital infrastructure deficit that currently exists across Canada. **CARRIED**

10.1.3 **RESOLUTION #2019-72: JOHNSON/DEGAGNE:** Council for the Township of Alberton hereby supports:
(a) Resolutions #2019-02-23 and #2019-02-24 passed by Council for the Township of Neebing;
(b) Resolutions #36/19 and #37/19 passed by Council for the Town of Atikokan, copies of which are attached hereto, which seek to have the Rural Ontario Municipal Association:
1. divide its Zone 9 area into two separate geographical zones; and
2. limit the number of votes per municipality to one; and
3. allow proxy voting on behalf of municipalities not attending the ROMA conference. **CARRIED**

10.1.4 No action was taken in response to the request from the Municipality of Red Lake for support for reinstatement of the Indigenous Culture Fund.

10.1.5 **RESOLUTION #2019-73: JOHNSON/DEGAGNE:** Council for the Township of Alberton hereby supports Resolution #047/2019 passed by Council for the Township of South Stormont, a copy of which is attached hereto, which expresses grave concern with potential reduction or loss of the Ontario Municipal Partnership Fund funding in future years and seeks to have the Province expeditiously complete its review of the OMPF. **CARRIED**

10.2 No action was taken in response to the invitation to attend the Northwest Response Forum in Dryden.

10.3 The AMO *Notice of Intake of Rural and Northern Infrastructure Projects* was received. Council agreed that an application is to be submitted for the replacement of the Kehl Bridge. The CAO/Clerk-Treasurer stated that she will contact Geoff Gillon of RRFDC since he previously indicated they will assist with funding applications, and Council concurred with this action.

11. PLANNING:

11.1 The February 5, 2019 letter from Chief Building Official Henry Van Ael regarding the accessory structure size limitation in the Zoning By-law was received. Council discussed the matter and agreed that the percentage allowed should be larger but consensus on a specific allowable percentage was not reached. Council tabled the matter for further consideration.

11.2 The February 20, 2019 letter from the Minister of Economic Development, Job Creation and Trade related to shovel-ready sites for industrial development and copies of the related email exchange were received with no action to be taken at this time.


11.3 The letter from the Ministry of Municipal Affairs regarding the *Housing Supply Action Plan* land use planning impact was received as information.


12. INFORMATION:

12.1 The Northwestern Health Unit Communique regarding Smoke-Free Ontario Updates Effecting (sic) Municipalities was received. Council discussed how the restriction prohibits people from smoking on their own property, which was deemed excessive and over-reaching.

13. IN CAMERA - CLOSED MEETING SESSION:

13.1 **RESOLUTION #2019-74: JOHNSON/DEGAGNE:** Council for the Township of Alberton hereby moves to an in-camera session at 10:05 p.m. pursuant to the provisions of Section 239 of the *Municipal Act, 2001* for the purpose of discussing matters affecting the municipality as permitted by Section 239 of the *Municipal Act, 2001* which allows a


Reeve


Clerk

meeting or part of a meeting to be closed to the public for the following subject matter to be considered: technical and financial information supplied to the Township in confidence, and identifiable individuals. **CARRIED**

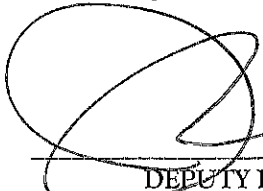
- 13.2 **RESOLUTION #2019-75; JOHNSON/DEGAGNE:** Council for the Township of Alberton hereby returns to an open session at 10:30 p.m. **CARRIED**

Matters discussed in camera focused on financial information provided to the Township in confidence and identifiable individuals. The scope of the fire hall project is to be limited to complete renovation of the existing bathroom and shower plus installation of one additional bathroom with shower. Office staff is to handle issuing requests for estimates and quotes, which requests are to state that the Township will not pay a fee for estimates or quotes provided to it. The CAO/Clerk-Treasurer is to discuss procurement with staff and is to gather policy guidelines information regarding rink flooding and facility maintenance for the purpose of developing a policy for the Millennium Rink and Park.

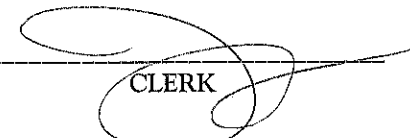
14. **ADJOURNMENT:**

- 14.1 **RESOLUTION #2019-76; GLOWASKY/JOHNSON:** A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its March 12, 2019 regular meeting, be introduced and read a first, second and third time, passed and numbered as By-Law #13/19, 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 #2019-77; JOHNSON/GLOWASKY:** That this regular meeting of Council for the Township of Alberton be and is hereby adjourned at 10:33 p.m. **CARRIED**



DEPUTY REEVE



CLERK



Reeve

Clerk