



## CORPORATION OF THE TOWNSHIP OF ALBERTON

Council for the Township of Alberton held its Regular Meeting of Council on Thursday, November 21, 2024, at 7:00 p.m., in person with the following present:

Mayor: Mike Ford

Councillors: Diane Glowasky, Tyson Dennis, Peter Spuzak, Shawn Spence

Appointed Officers: Lisa Sheppard, CAO/Clerk-Treasurer  
Blair Lowey, Road Supervisor  
James Woods, Fire Chief

Visitors: None

### CALL TO ORDER:

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

1. **ADDED ITEMS:**
2. **ADOPTION OF THE AGENDA:**

Resolution Number	Moved and Seconded	CARRIED
2024-232	SPENCE/GLOWASKY	Carried
Council for the Township of Alberton hereby approves the Agenda for the November 21, 2024, meeting.		

3. **DISCLOSURE OF INTEREST:** None
4. **MINUTES – PREVIOUS MEETING:**

Resolution Number	Moved and Seconded	CARRIED
2024-233	SPUZAK/SPENCE	Carried
The minutes of the October 17, 2024, regular Council meeting are approved as circulated.		

### 5. DEPUTATIONS AND PETITIONS:

None.

### 6. FINANCES AND ACCOUNTS:

- 6.1 Accounts Payable for Prior Month including online bill payments, Visa payments, Council, Payroll
- 6.2 Financial Reports for Prior Month:
  - 6.2.1 Statement of Revenues and Expenditures to October 31, 2024
  - 6.2.2 Financial Reports to October 31, 2024
  - 6.2.3 Monthly Investment Funds Summary to October 31, 2024
  - 6.2.4 Transfer from HISA reserves

  
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Mayor Initials

  
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Clerk Initials

Resolution Number	Moved and Seconded	CARRIED
2024-234	GLOWASKY/SPUZAK	Carried
Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month of October:		
<ol style="list-style-type: none"> <li>1. \$137,401.27 for general accounts payable, online bill and Visa payments and transfers to investment funds;</li> <li>2. \$1,901.57 for payments made to Council and;</li> <li>3. \$17,776.57 for Township staff payroll including mileage, prior to apportionment of CBO costs including mileage.</li> </ol>		

Resolution Number	Moved and Seconded	CARRIED
2024-235	SPENCE/SPUZAK	Carried
Council for the Township of Alberton hereby acknowledges receipt of and approves the following financial reports provided to it:		
<ol style="list-style-type: none"> <li>(a) Statement of Revenue and Expenditures to October 31, 2024</li> <li>(b) Financial reports by department to October 31, 2024, and</li> <li>(c) ONE Monthly Investment Funds summaries for:             <ol style="list-style-type: none"> <li>(i) Grants, Reserve Funds HISA to October 31, 2024, and</li> <li>(ii) Current/Excess Funds HISA to October 31, 2024</li> </ol> </li> </ol>		

Resolution Number	Moved and Seconded	CARRIED
2024-236	SPUZAK/SPENCE	Carried
Council for the Township of Alberton hereby approves the transfer amount of \$59,427.85 from CCBF reserves for the Rink Roof Project.		

**7. REPORTS of MUNICIPAL OFFICERS**

- 7.1 ROADS** – Road Supervisor provided his verbal report.  
 Frog Creek Road required grading, which will occur today and a final pass tomorrow (November 22<sup>nd</sup>). Ducharme Road South and the Busch Rd-Ducharme intersection will also be graded.
- 7.1.2 2024 Roads Calendar – progress update: Road Supervisor advised all planned work projects completed for the season with no noted changes to the schedule.
- 7.1.3 Park, grounds, and garage(s) maintenance items were reviewed; cleaning and organizing is still required in both garages and to be completed by December 8th.
- 7.1.4 Roads – Airmaster quote for signage will be deferred until spring due to (1) winter weather approaching and (2) to allow for a complete sign and post inventory to be completed.
- 7.1.5 Hill Road Garage clean-up to be completed by December 8, 2024.

*Road Supervisor Blair Lowey departed the meeting at 7:17 p.m.*

**7.2 VOLUNTEER FIRE DEPARTMENT**

- 7.2.1 Fire Chief’s written October report was received.
- 7.2.2 Update on Unit 9-6 repair – arrangements for repairs will be addressed.
- 7.2.3 Annual Winter Parade Participation.

  
 Mayor Initials

  
 Clerk Initials

Resolution Number	Moved and Seconded	CARRIED
2024-237	SPUZAK/SPENCE	Carried
Council for the Township of Alberton hereby confirms the attendance of members of the Alberton Volunteer Fire Department to attend and present apparatus in the Annual Winter Parade to take place in Fort Frances on Saturday, November 30, 2024, at 5:00 p.m.		

7.2.4 Report of the CEMC Education & Training of November 12, 2024

2024-238	DENNIS/GLOWASKY	Carried
<p>Council for the Township of Alberton hereby confirms the November 12<sup>th</sup>, 2024, Emergency Control Group meeting, exercise and education session was held with all personnel present;</p> <p>WHEREAS Training, exercise and regular evaluation form the basis for ensuring that collective efforts at all levels can be properly coordinated;</p> <p>WHEREAS Effective emergency response is possible only when people understand the Plan, their roles, and have had the opportunity to practice the procedures;</p> <p>BE IT RESOLVED THAT Council for the Township of Alberton has received the written report and minutes of the November 12<sup>th</sup>, 2024, emergency education and exercise session as submitted by CEMC primary; J. Woods.</p>		

7.2.5 Ontario Mutual Aid Plan 2022-2026

2024-239	SPENCE/SPUZAK	Carried
<p>Council for the Township of Alberton hereby adopts the current Province of Ontario Mutual Aid Plan 2022-2026, and that a By-Law be introduced and read a first, second and third time, passed and numbered as By-Law #28/24, and that said By-law be signed by the Mayor or Alternate, and the Clerk, sealed with the seal of the Corporation and be engrossed in the By-Law book.</p>		

*Fire Chief James Woods departed the meeting at 7:59 p.m.*

**7.3 CBO/BY-LAW ENFORCEMENT OFFICER**

- 7.3.1 CBO's Alberton Monthly Building Report for October 2024 was received.
- 7.3.2 CBO's AMBIS Monthly Building Report for October 2024 was received.

**7.4 CAO/CLERK-TREASURER/TAX COLLECTOR**

- 7.4.1 CAO/Clerk-Treasurer's Report – CAO/Clerk-Treasurer's written report was received. Approval for re-certification of CPR for one staff member requested. One Property Tax Payment application was received. CAO attended a joint meeting invitation for AMO/LAS on October 22, 2024, hosted by the Town of Fort Frances, as well as participated in the District of Rainy River Services Board strategic plan engagement session. The furnace at the Municipal Office is 31 years old and requires replacement. The replacement furnace will be a much more energy efficient model and is anticipated to save ten (10) percent on utility costs as well as reduce usage.
- 7.4.2 Asset Management Report was received.
- 7.4.3 Property Tax Report was received.

Resolution Number	Moved and Seconded	CARRIED
2024-240	SPENCE/DENNIS	Carried
Council for the Township of Alberton hereby approves a Property Tax Payment Agreement Application for one roll number.		

  
Mayor Initials

  
Clerk Initials

7.4.4 CPR Staff Re-certification

Resolution Number	Moved and Seconded	CARRIED
2024-241	GLOWASKY/SPENCE	Carried
Council for the Township of Alberton hereby approves the recertification of CPR and First Aid for the Deputy Clerk at a cost of \$120.00 for registration.		

7.4.5 Furnace Replacement at Municipal Office

Resolution Number	Moved and Seconded	CARRIED
2024-242	DENNIS/SPUZAK	Carried
Council for the Township of Alberton hereby approves the quote from Ed Kaun & Sons in the amount of \$5,850.00 plus applicable HST, utilizing modernization funds, in accordance with the Purchasing and Procurement Policy, single source procurement, for the replacement and installation of a new energy efficient furnace at the municipal office.		

7.4.6 Technical Safety Standards Association (TSSA) letter dated October 31, 2024, regarding a Risk and Safety Management Plan was accepted by TSSA and Hazard Distance Information for Sarjeant Propane Filling Plant was received.

**7.5 MAYOR/COUNCIL REPORTS**

- 7.5.1 Mayor Ford – no report
- 7.5.2 Councillor Glowasky – upcoming meeting on December 11, 2024, as a RRDMA representative on the Riverside/Municipal adhoc Communications Committee
- 7.5.3 Councillor Spuzak – no report
- 7.5.4 Councillor Dennis – no report
- 7.5.5 Councillor Spence – no report

**8. REPORTS OF COMMITTEES AND BOARDS:**

**8.1 Rainy River District Municipal Association**

8.1.1 Councillor Spuzak attended the general meeting of the Rainy River District Municipal Association (RRDMA) on October 30, 2024, at the Chapple Community Hall. Information was received at the meeting regarding a new board at the Rainy River Clinic. Planning is well underway for the annual general meeting in January.

8.1.2 RRDMA 34<sup>th</sup> Annual General Meeting & Conference – January 11, 2025

Resolution Number	Moved and Seconded	CARRIED
2024-243	GLOWASKY/SPENCE	Carried
Council for the Township of Alberton hereby approves the attendance and \$45.00 registration (each) for: Peter Spuzak, Shawn Spence, Diane Glowasky and Lisa Sheppard at the Rainy River District Municipal Association (RRDMA)'s 34 <sup>th</sup> Annual General Meeting and Conference to be held on January 11 <sup>th</sup> , 2025, at the Fort Frances Legion.		

**8.2 District of Rainy River Services Board (D.R.R.S.B.)**

8.2.1 Mayor Ford attended the November 21<sup>st</sup> meeting earlier today where a presentation of a draft Strategic Plan was received. Also, a detailed report on the DRRSB buildings was received.

  
Mayor Initials

  
Clerk Initials

**8.3 Joint Health & Safety Committee**

8.3.1 The Joint Health and Safety Committee’s written report of November 14th, 2024, was received.

**8.4 Recreation Committee**

8.4.1 Councillor Glowasky provided a verbal report. The Alberton Recreation Committee held a planning meeting on November 7<sup>th</sup>, 2024, to finalize details for the next community event. Breakfast with Santa will be held on Saturday, December 14<sup>th</sup>, 2024, from 9 a.m. to noon. Pancakes, sausages, juice and coffee will be served and additional treats for the children.

**8.5 NOMA Board**

8.5.1 Northern Ontario Municipal Association (NOMA) communication dated October 15, 2024, regarding the Critical Shortage of Paramedics in Northern Ontario was received.

8.5.2 NOMA communication dated October 15<sup>th</sup>, 2024, regarding OPP billing costs was received.

8.5.3 NOMA communication dated October 23<sup>rd</sup>, 2024, regarding the NOMA Constitution By-Law was received.

**9. OLD BUSINESS**

9.1 No items.

**10. NEW BUSINESS**

10.1 Approve the schedule of Council Meeting Dates for 2025

Resolution Number	Moved and Seconded	CARRIED
2024-244	SPENCE/GLOWASKY	Carried
Council for the Township of Alberton determines the annual scheduling of its regular Council meetings for the next calendar year as per procedural By-Law #22/23, being the third Thursday of the month starting at 7:00 p.m;  BE IT RESOLVED THAT Council for the Township of Alberton hereby sets out the dates below for 2025 calendar year scheduling of its regular Council meetings: Thursday, January 16, 2025 Thursday, February 20, 2025 Thursday, March 20, 2025 Thursday, April 17, 2025 Thursday, May 15, 2025 Thursday, June 19, 2025 Thursday, July 17, 2025 Thursday, September 18, 2025 Thursday, October 16, 2025 Thursday, November 20, 2025 Thursday, December 11, 2025		

10.2 Ontario Municipal Partnership Fund (OMPF) 2025 Report was received.

10.3 Resource Productivity and Recovery Authority; Producer-led Recycling Program information was received.

10.4 Anchor Bolt Plans, Certificate of Steel Design and Conformance and ship date details for Rink Roof Steel Package information was received.

10.5 Update Memorandum of Understanding; Prescribed Snowmobile Trail Land Use Permission with the Emo Borderland Snowmobile Club.

  
Mayor Initials

  
Clerk Initials

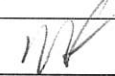
Resolution Number	Moved and Seconded	CARRIED
2024-245	SPENCE/DENNIS	Carried
<p>WHEREAS the Ontario Federation of Snowmobile Clubs provided a map to the Department of Development Services, outlining the trails they currently use with Township owned land; specifically Parcel 9915, and wish to update the Memorandum of Understanding (MOU);</p> <p>WHEREAS the Emo Borderland Snowmobile Club shall:</p> <ol style="list-style-type: none"> <li>1. The local snowmobile club shall at all times remain a member in good standing of the OFSC and be able to verify this to the owner/occupier with a current OFSC certificate or this agreement shall be immediately null and void.</li> <li>2. By remaining a member in good standing of the OFSC, the local snowmobile club shall be party to the OFSC's third party liability insurance. This coverage is confirmed to the undersigned owner/occupier by signing this memorandum of understanding on the condition no fee has been charged by the owner/occupier for the use of designated premises. The insurance shall have adequate limits to cover land uses specified herein by the local snowmobile club and valid permitted and exempted snowmobiles and their riders on the designated premises.</li> <li>3. The designated premises are on an attached map and a copy of each/both shall be initialed by both parties hereto and attached to each copy of this agreement.</li> <li>4. It is understood that the local snowmobile club, with the owner/occupier's written consent on each occasion, shall have access to the designated premises prior to and after the winter months for the purpose of opening and closing, upgrading and maintaining the trail when there is no snow cover.</li> <li>5. The local snowmobile club shall maintain that portion of the designated premises to be used by valid permitted and exempted snowmobiles and their riders in reasonably good condition for snowmobiling purposes only; and undertake to post appropriate signage; remove on an annual basis any litter caused by valid permitted and exempted snowmobiles and their riders; and repair or replace property damaged by valid permitted and exempted snowmobiles and their riders on that portion of the designated property used for snowmobiling.</li> <li>6. Each party hereto shall give the other sixty (60) days prior written notice to the address below of any changes to, or cancellation of this agreement.</li> <li>7. The local Snowmobile Club, its Trail Patrol Members and Executive are hereby authorized to be the undersigned owner/occupier's agent(s) to supervise and enforce the uses defined hereunder with respect to the designated premises in accordance with the Trespass to Property Act R.S.O. 1990, c.T21; the Motorized Snow Vehicles Act R.S.O. 1990, c.M44; and the Occupiers Liability Act R.S.O. 1990, c.O-2 as amended.</li> </ol> <p>THEREFORE BE IT RESOLVED Council for the Township of Alberton approves the updating of the Memorandum of Understanding with the Emo Borderland Snowmobile Club and that a By-law be introduced and read a first, second and third time, passed and numbered as By-Law #29/24, and that said By-Law be signed by the Mayor or Alternate, and the Clerk, sealed with the seal of the Corporation and be engrossed in the By-Law book.</p>		

10.6 POA Provincial Offences Partners Report for January to September 2024, received on November 14<sup>th</sup>, 2024, from the Town of Fort Frances was received.

**10.7 REQUESTS FOR SUPPORT**

10.7.1 Township of McGarry regarding request to the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities and to the Federal Government to allocate a percentage of GST collected on property sales to municipalities was received.

Resolution Number	Moved and Seconded	CARRIED
2024-246	GLOWASKY/SPENCE	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the Township of McGarry's Resolution 333/2024, dated November 12<sup>th</sup>, 2024; requesting the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities;</p>		

  
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 Mayor Initials

  
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 Clerk Initials

WHEREAS this redistribution of the Land transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities to address critical infrastructure needs;

FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence and attached motion from the Township of McGarry; and request a copy of this resolution be sent to the Township of McGarry.

10.7.2 Howick Township regarding request of the Ontario Government to immediately implement sustainable funding for small, rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities was received.

Resolution Number	Moved and Seconded	CARRIED
2024-247	DENNIS/SPENCE	Carried
<p>WHEREAS the Township of Alberton's 2025 OPP annual Billing Costs represents a 20.01% increase over the 2024 OPP Annual Billing Costs, which results in a 2 per cent tax increase before the Township of Alberton even begins its 2025 budget process;</p> <p>AND WHEREAS many small rural municipalities across Ontario are facing even greater OPP increases for 2025;</p> <p>AND WHEREAS the downloading of costs such as these from the province and the subsequent significant cost increases are not feasible or sustainable for small, rural municipalities in Ontario, who are bound to raising their revenue solely through property taxes and user fees;</p> <p>AND WHEREAS small rural Ontario municipalities are facing immense infrastructure deficits that cannot be adequately addressed through property tax revenue alone;</p> <p>NOW THEREFORE BE IT RESOLVED THAT the Council for the Township of Alberton supports and endorses the Resolutions of Howick Township and the Municipality of Tweed and calls on the Ontario Government to immediately implement sustainable funding for small, rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities.</p> <p>AND FURTHER that Council direct staff to circulate this resolution to Premier Doug Ford, the Honourable Michael Kerzner, Solicitor General, the Honourable Peter Bethlenfalvy, Minister of Finance and the Kenora-Rainy River MPP, Honourable Greg Rickford.</p>		

**11. PLANNING** – Clerk provided a verbal update. There has been some delay in finalizing drafts of a new Official Plan and Zoning By-law due to having to confirm mapping details, Crown lands parcel locations, as well as the need to review many recent changes to the Planning Act. Drafts and mapping are expected in the next several weeks.

**12. INFORMATION AND PUBLIC ANNOUNCEMENTS**

- 12.1 Kenora and Rainy River Agriculture Newsletter - November 2024
- 12.2 ROMA Board Highlights dated October 23, 2024
- 12.3 Lessons from Northern Ontario Rural-Proofing Emergency Management in Canada – report from the University of Guelph
- 12.4 Northwestern Health Unit (NWHU) 2023 Annual Report, received on October 16, 2024
- 12.5 Journal of Agriculture, Food Systems and Community Development – creating a municipal-level emergency food plan, received on October 18, 2024
- 12.6 Riverside Health Care – press release dated November 1, 2024, regarding a new Rainy River Clinic
- 12.7 ROMA 2025 Conference Information dated November 4, 2024
- 12.8 Ministry of Energy and Electrification information dated October 24, 2024, regarding integrated energy resource planning
- 12.9 Northwestern Health Unit – minutes of June, August & September Board meetings

  
 Mayor Initials

  
 Clerk Initials

- 12.10 NOMA information dated October 29, 2024, regarding upcoming Sustainable Northern Ontario Economic Development Courses available
- 12.11 ROMA information dated October 29, 2024, regarding rollout of high-speed internet across Ontario By 2025
- 12.12 NOMA Letter and Resolution dated October 31, 2024, regarding support for Ontario's Forest Industry
- 12.13 AMO Policy Update dated October 29, 2024, regarding sustainable OPP Costs and advancing Housing initiatives
- 12.14 Good Roads Board of Directors correspondence received October 30, 2024, regarding establishing An Ontario Rural Road Safety Program
- 12.15 Town of Fort Frances – Notice of combined Statutory Public Meeting for Town of Fort Frances Official Plan and Zoning By-law Review – to be held in-person and virtually on November 28, 2024, at 5:30 p.m.
- 12.16 District of Rainy River Services Board – Surplus Asset Disposal Listing and Information received on November 7, 2024
- 12.17 Letter from Ministry of Solicitor General announcing newly appointed Associate Minister of Auto Theft and Bail Reform.

**13. IN CAMERA – CLOSED MEETING SESSION**

- 13.1 Resolution to go in-camera under Section 239(2)(d) to discuss matters pertaining to labour relations or employee negotiations.

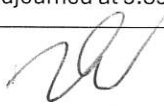
Resolution Number	Moved and Seconded	CARRIED
2024-248	SPENCE/GLOWASKY	Carried
Council for the Township of Alberton hereby moves to an in-camera session at 9:05 p.m. for the purpose of discussing matters affecting the municipality as permitted by Section 239 of the Municipal Act, 2001 which allows a meeting or part of a meeting to be closed to the public for the following subject matter to be considered: under Section 239(2)(d) labour relations or employee negotiations, specifically employee performance.		

Resolution Number	Moved and Seconded	CARRIED
2024-249	DENNIS/SPENCE	Carried
Council for the Township of Alberton hereby returns to an open session at 9:57 p.m.		

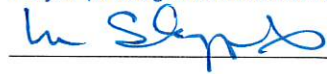
**14. ADJOURNMENT**

Resolution Number	Moved and Seconded	CARRIED
2024-250	GLOWASKY/DENNIS	Carried
A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its November 21st, 2024 regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law #30/24, and that said By-Law be signed by the Mayor or Alternate, and the Clerk, sealed with the seal of the Corporation, and be engrossed in the By-Law book.		


Resolution Number	Moved and Seconded	CARRIED
2024-251	SPENCE/DENNIS	Carried
That this meeting of Council for the Township of Alberton shall be and is hereby adjourned at 9:59 p.m.		

  
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Mayor (or designated alternate Deputy Mayor)



Clerk (or Deputy Clerk)



Mayor Initials



Clerk Initials