



## CORPORATION OF THE TOWNSHIP OF ALBERTON

Council for the Township of Alberton held its Regular Meeting of Council on Thursday, December 19, 2024, at 7:00 p.m., in person with the following present:

Mayor: Mike Ford

Councillors: Diane Glowasky, Peter Spuzak, Shawn Spence

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

Visitors: Peter Hart from Sustain Energy, SmartSence Program

### CALL TO ORDER:

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

1. **ADDED ITEMS:** One item under 12.9; Letter from the Honourable Paul Calandra regarding the Canada-Ontario Housing Benefit Fund received on December 19, 2024.
2. **ADOPTION OF THE AGENDA:**

Resolution Number	Moved and Seconded	CARRIED
2024-258	GLOWASKY/SPENCE	Carried
Be it resolved that; Council for the Township of Alberton hereby approves the Agenda as amended for the December 19, 2024, meeting.		

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

Resolution Number	Moved and Seconded	CARRIED
2024-259	GLOWASKY/SPENCE	Carried
Be it resolved that: The minutes of the November 21st, 2024, regular Council meeting and the minutes of the December 9 <sup>th</sup> , 2024 special Council meeting are approved as circulated.		

### 5. DEPUTATIONS AND PETITIONS:

Peter Hart from Sustain Energy gave a presentation on the SmartSence Program. SmartSence is a tool that keeps a constant eye on your facility, finding savings, preventing breakdowns, and reducing operational costs and can track asset energy patterns. The sensors can be installed in any facility that has strong internet and wifi signals.

*Mr. Hart departed the meeting at 7:18 p.m.*

  
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Mayor Initials

  
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**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 November 30, 2024

6.2.2 Financial Reports to November 30, 2024

6.2.3 Monthly Investment Funds Summary to November 30, 2024

Resolution Number	Moved and Seconded	CARRIED
2024-260	SPENCE/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month of November: <ol style="list-style-type: none"> <li>1. \$322,631.25 for general accounts payable, online bill and Visa payments and transfers to investment funds;</li> <li>2. \$2,045.47 for payments made to Council and;</li> <li>3. \$25,237.16 for Township staff payroll including mileage, prior to apportionment of CBO costs including mileage.</li> </ol>		

Resolution Number	Moved and Seconded	CARRIED
2024-261	SPENCE/SPUZAK	Carried
Be it resolved that: 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 November 30, 2024</li> <li>(b) Financial reports by department to November 30, 2024, and</li> <li>(c) ONE Monthly Investment Funds summaries for:                             <ol style="list-style-type: none"> <li>(i) Grants, Reserve Funds HISA to November 30, 2024, and</li> <li>(ii) Current/Excess Funds HISA to November 30, 2024</li> </ol> </li> </ol>		

**7. REPORTS of MUNICIPAL OFFICERS**

**7.1 ROADS** – Road Supervisor provided his verbal report.  
 Frog Creek Road on the north side was ditched late November. Winter driving conditions have arrived. Snow plow was out on Tuesday and all intersections were sanded.

*Road Supervisor Blair Lowey departed the meeting at 7:30 p.m.*

**7.2 VOLUNTEER FIRE DEPARTMENT**

7.2.1 Fire Chief’s written November report was received. Fire Chief Woods provided an update on the Ontario Secretariat of Fire Chiefs working group. Fire Chief Woods is also serving as a volunteer with a First Responder Mental Health Peer support Program; which is very rewarding and incredibly important service.

7.2.2 Update on Unit 9-6 repair – arrangements for diagnosing the exact issue and repairs will be arranged.

7.2.3 VFD Brigade Points Calculation Report was received.

Resolution Number	Moved and Seconded	CARRIED
2024-262	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the December 1, 2023 to November 30, 2024 Alberton Volunteer Fire Department Brigade Benefit Plan Point Calculation, attached as “Schedule A”, and authorizes payments to be issued to the VFD members. Council for the Township of Alberton offers their thanks		

  
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and appreciation to every member of the Alberton Volunteer Fire Department for their dedication and commitment.

7.2.4 MNR Fire Hazard Sign letter was received. Alberton is a selected location for a fire hazard sign. A west-bound sign would be the most effective. Fire Chief will coordinate with MNR in the spring regarding the Fire Hazard Sign.

7.2.5 MNR memo dated December 9, 2024, regarding Modernization of Wildland Fire Management in Ontario was received.

7.2.6 Request for the CEMC and alternate CEMC to attend the Northwest Emergency Response Forum on April 8-10, 2025, was received.

2024-263	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the attendance of the CEMC, James Woods and alternate CEMC, Chris Bonner-Vickers, at the Northwest Response Forum to be held in Dryden on April 8-10 <sup>th</sup> , 2025; registration fees of \$339.00 per individual and travel expense reimbursement to be in accordance with the Municipal Expense Policy.		

*Fire Chief James Woods departed the meeting at 7:52 p.m.*

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

7.3.1 CBO's Alberton Monthly Building Report for November 2024 was received.

7.3.2 CBO's AMBIS Monthly Building Report for November 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. Asset Retirement Obligations was reviewed for 2024, effective and efficient payment processes and solutions for vendors was researched and outlined, the Steel package was delivered on Thursday, December 12<sup>th</sup>, 2024, RPRA Blue Box Recycling Program Application was submitted, the interim audit took place on December 10<sup>th</sup>, and the furnace at the municipal office was replaced earlier today.

7.4.2 Asset Management Report was received.

7.4.3 Property Tax Report was received.

7.4.4 Livestock Investigator had one call out on December 7<sup>th</sup>, 2024.

Resolution Number	Moved and Seconded	CARRIED
2024-264	SPENCE/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton, in its commitment to modernizing and implementing effective and efficient payment solutions; hereby approves implementation of secure electronic accounts payable process for vendor payments. These electronic solutions will continue to require the proper approval process as per the Purchasing and Procurement Policy and will result in efficiencies such as a reduction in resources, paper and reliance on traditional mail service.		

Resolution Number	Moved and Seconded	CARRIED
2024-265	SPENCE/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton hereby approves payment to the Township's Livestock Valuer and Investigator in the amount of \$165.60, for investigation and reporting for a livestock kill claim on Saturday, December 7 <sup>th</sup> , 2024.		

  
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**7.5 MAYOR/COUNCIL REPORTS**

- 7.5.1 Mayor Ford – no report
- 7.5.2 Councillor Glowasky – attended a 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 – next Police Services Board meeting is scheduled for January 6, 2025.

**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) yesterday evening, December 18<sup>th</sup>, in Chapple. Planning is underway for the annual general meeting and education session on January 11, 2025 from 9 a.m. until 4:00 p.m. and confirmed speakers are Dr. Kit Young Hoon of the Northwest Health Unit and Derek McLean of the Rainy River District OPP Detachment.

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

8.2.1 Mayor Ford advised that the new Strategic Plan was finalized.

**8.3 Joint Health & Safety Committee**

8.3.1 The Joint Health and Safety Committee’s written report of December 13<sup>th</sup>, 2024, was received.

**8.4 Recreation Committee**

8.4.1 Councillor Glowasky provided a verbal report. The Alberton Recreation Committee held a community event; Breakfast with Santa on Saturday, December 14<sup>th</sup>, 2024, from 9 a.m. to noon. Pancakes, sausages, juice, and coffee were served. Families had a great time visiting and the little ones visited with Santa. Thank you to the Recreation committee for a wonderful event.

**8.5 NOMA Board**

No items.

**9. OLD BUSINESS**

9.1 No items.

**10. NEW BUSINESS**

10.1 Asset Retirement Obligations Memo for 2024 was reviewed.

Resolution Number	Moved and Seconded	CARRIED
2024-266	SPENCE/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the Asset Retirement Obligation (ARO) Memo dated December 19 <sup>th</sup> , 2024, attached hereto forming “Schedule A” which aligns with obligations of accounting standard PS 3280 and identifies how municipalities are to recognize, report and measure the legal obligations associated with the retirement of long-lived tangible capital assets and that the memo be signed by the Mayor or Alternate and the Clerk for the 2024 year for audit purposes.		

  
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 Mayor Initials

  
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- 10.2 Northwestern Health Unit – Municipal Levy increase for 2025 and NWHU 2025 Budget Report was received with a \$8,265.94 increase of municipal levy in 2025 over 2024.
- 10.3 Letter of Understanding with Town of Fort Frances for By-Law Enforcement Services was reviewed.

Resolution Number	Moved and Seconded	CARRIED
2024-267	GLOWASKY/SPENCE	Carried
Be it resolved that: A By-Law to approve a Letter of Understanding with the Town of Fort Frances for provision by Fort Frances to Alberton, of By-Law Enforcement Services, be introduced and read a first, second and third time, passed and numbered as By-Law #31/24, 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.		

- 10.4 Office of the Solicitor General letter dated November 29, 2024 regarding OPP billing for 2025 was received. For 2025; the OPP billing statement has been revised with a discount of 44 percent on 2023 reconciled overtime as well as a 3.75 percent discount on total 2023 reconciled costs.
- 10.5 Draft of User Fees and Building Related Fees proposed changes was reviewed. Public notice of the User Fee and Building related fees have been posted. Overall, the increase to user fees are reasonable and minimal. Upon discussion, one adjustment was made to the minimum property tax from proposed amount of \$200.00 to \$150.00 (per year) was made. A final review of the User Fees will take place at the January 16, 2025, regular Council meeting.
- 10.6 IT quote for five laptops for agenda, communication and electronic education and meeting attendance modernization was reviewed.

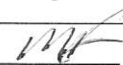
Resolution Number	Moved and Seconded	CARRIED
2024-268	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the quote from TBXI in the amount of \$6,675.00 for the purchase of five (5) laptops to be utilized by elected officials in their roles. Utilizing modernization funds, the purchase will facilitate immediate efficiencies with reduction to paper consumption and staff resources, while modernizing meeting communication.		

- 10.7 Municipal Affairs and Housing letter from the Honourable Paul Calandra regarding O.Reg 299/19; Additional Residential Units, to remove certain municipal zoning by-law barriers was received.
- 10.8 Municipal Affairs and Housing letter from the Honourable Paul Calandra regarding introduction of the proposed Municipal Accountability Act, 2024, to strengthen the municipal code of conduct and integrity commissioner framework was received.

**10.9 REQUESTS FOR SUPPORT**

- 10.9.1 Township of Terrace Bay Ambulance Shortage and Healthcare System Issues request for the Provincial Government to take action to address the funding shortfalls and structural challenges in the delivery of EMS services in northern communities was received.

Resolution Number	Moved and Seconded	CARRIED
2024-269	SPENCE/SPUZAK	Carried
WHEREAS Council for the Township of Alberton having considered correspondence from the Township of Terrace Bay's Resolution 266-2024, dated November 19 <sup>th</sup> , 2024; regarding Ambulance Shortages and Healthcare System Issues and requesting the Provincial Government to take immediate action to address the funding shortfalls and structural challenges in the delivery of EMS services in northern communities including:		

  
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- Increasing provincial funding to support EMS services and reduce the financial burden on municipalities;
- Implementing incentives such as “learn and stay” grants to encourage paramedics to live and work in northern Ontario;
- Enhancing support systems for EMS workers, including improved wages, benefits and mental health resources;

WHEREAS the provincial funding for ambulance services has been falling short, leading to financial strain on municipalities;

WHEREAS the rolling shortage of paramedics and EMS personnel in the region present a significant risk to public safety and healthcare services in northern communities, which are disproportionately affected by the province-wide shortage of paramedics;

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

**11. PLANNING – no items.**

**12. INFORMATION AND PUBLIC ANNOUNCEMENTS**

- 12.1 Kenora and Rainy River Agriculture Newsletter - December 2024 was received.
- 12.2 ROMA Board Highlights dated November 21, 2024, was received.
- 12.3 MNR Discussion Paper: Regulating Commercial-Scale Geologic Carbon Storage Projects in Ontario
- 12.4 Amendments to the *Underground Infrastructure Notification System Act, 2012* was received.
- 12.5 Northern Sky Solutions email dated November 27, 2024, regarding tourism along the Rainy River was received.
- 12.6 Association of Municipalities Ontario (AMO); news, updates, and policy progress was received.
- 12.7 Infrastructure Ontario Loans Program 2024 Newsletter was received.
- 12.8 Emergency Management Ontario – proposed amendments to modernize the *Emergency Management and Civil Protection Act* was received.
- 12.9 Canada-Ontario Housing Benefit Fund letter dated December 13<sup>th</sup>, 2024 was received.

**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 and under Section 239(2)(i)

Resolution Number	Moved and Seconded	CARRIED
2024-270	SPUZAK/GLOWASKY	Carried
<p>Be it resolved that: Council for the Township of Alberton hereby moves to an in-camera session at 8:50 p.m. for the purpose of discussing matters affecting the municipality as permitted by Section 239 of the <i>Municipal Act, 2001</i> which allows a meeting or part of a meeting to be closed to the public for the following subject matter to be considered: one item under Section 239(2)(d) labour relations or employee negotiations, the general nature thereof being an employee wage review and two items under Section 239(2)(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization; the general nature thereof being one item related to a health organization and the second item is related to a business assurance, services, audit and tax organization.</p>		

  
Mayor Initials

  
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Resolution Number	Moved and Seconded	CARRIED
2024-271	SPUZAK/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby returns to an open session at 9:29 p.m.		

**14. ADJOURNMENT**

Resolution Number	Moved and Seconded	CARRIED
2024-272	GLOWASKY/SPUZAK	Carried
Be it resolved that: A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its December 9th, 2024 special regular Council meeting and the December 19 <sup>th</sup> , 2024 regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law #32/24, 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
2024-273	SPENCE/SPUZAK	Carried
Be it resolved that: This meeting of Council for the Township of Alberton shall be and is hereby adjourned at 9:29 p.m.		



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Mayor (or designated alternate Deputy Mayor)



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Clerk (or Deputy Clerk)



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Mayor Initials



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Clerk Initials