



## CORPORATION OF THE TOWNSHIP OF ALBERTON

Council for the Township of Albertain held its Regular Meeting of Council on Thursday, March 20, 2025, 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, James Woods, Fire Chief, Vance Brusven, Road and Park Superintendent

Visitors: O.P.P. Rainy River Detachment Inspector Given and Staff Sergeant LeBlanc

### CALL TO ORDER:

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

1. **ADDED ITEMS:** One item under 7.1.2 regarding Weed Inspector appointment.

#### 2. ADOPTION OF THE AGENDA:

Resolution Number	Moved and Seconded	CARRIED
2025-044	GLOWASKY/SPUZAK	Carried
Be it resolved that; Council for the Township of Albertain hereby approves the Agenda as amended for the March 20, 2025, meeting.		

3. **DISCLOSURE OF INTEREST:** None

#### 4. MINUTES – PREVIOUS MEETING:

Resolution Number	Moved and Seconded	CARRIED
2025-045	SPUZAK/GLOWASKY	Carried
Be it resolved that: The minutes of the February 20 <sup>th</sup> , 2025, regular Council meeting are approved as circulated.		

#### 5. DEPUTATIONS AND PETITIONS:

Inspector G. Given and Staff Sergeant M. LeBlanc of the Rainy River Ontario Provincial Police Detachment delivered the Ontario Provincial Police (O.P.P.) 2024 Report for policing services in Albertain. Inspector Given presented the statistical data for the Township of Albertain during the 2024 calendar year. There were a total number of thirty-two (32) charges laid and of the 32 charges; 24 were under the criminal code and 8 charges were laid under the Highway Traffic Act. O.P.P. Constables and Cadets attended the Family Fun Day Event, as well as facilitated a presentation on Fraud Awareness at the Township Office yesterday, March 19<sup>th</sup>, 2025.

*Inspector Given and Staff Sargeant LeBlanc departed the meeting at 7:26 p.m.*

  
Mayor/Dep. Mayor Initials

  
Clerk Initials

## 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 February 28, 2025

6.2.2 Preliminary Financial Reports to February 28, 2025

6.2.3 Monthly Investment Funds Summary to February 28, 2025

Resolution Number	Moved and Seconded	CARRIED
2025-046	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month of January:		
1. \$104,208.92 for general accounts payable, online bill and Visa payments and transfers to investment funds;		
2. \$1,722.31 for payments made to Council and;		
3. \$18,200.49 for Township staff payroll including mileage, prior to apportionment of CBO costs including mileage.		

Resolution Number	Moved and Seconded	CARRIED
2025-047	GLOWASKY/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:		
(a) Statement of Revenue and Expenditures to February 28, 2025		
(b) Financial reports by department to February 28, and		
(c) ONE Monthly Investment Funds summaries for:		
(i) Grants, Reserve Funds HISA to February 28, 2025, and		
(ii) Current/Excess Funds HISA to February 28, 2025		

## 7. REPORTS of MUNICIPAL OFFICERS

**7.1 ROADS** – Road and Park Superintendent’s written report was received. Half Load restrictions are now in effect and began March 1<sup>st</sup>. Reduced load restrictions help to protect municipal roadways during spring thaw. At the park- the rink ice surface has melted, and the skating rink is now closed for the season. Organization and cleaning of garages is underway along with a road sign inventory. Several potholes were filled on Hall Road last week and then the weather took a swing again. Rain, ice, snow and fluctuating temperatures in the last two weeks have postponed pothole remediation, however cold mix patrol for potholes will take place as soon as the weather cooperates.

7.1.2 Appointment of Weed Inspector

Resolution Number	Moved and Seconded	CARRIED
2025-048	SPUZAK/GLOWASKY	Carried
WHEREAS the <i>Municipal Act, 2001</i> , S.O. 2001, c.25, and the <i>Building Code Act, 1992</i> , S.O. 1992, c.23, require the council of every municipality to appoint certain officers;		
AND WHEREAS Council for the Township of Alberton deems it expedient to appoint, or confirm the appointment of, various officers, representatives, committee members and department members for the term of current Council, which appointments may be rescinded or supplemented at any time during the term of Council by way of a Council resolution properly passed;		
NOW THEREFORE Council of the Corporation of the Township of Alberton hereby enacts and ordains as follows:		

Mayor/Dep. Mayor Initials

Clerk Initials



THAT Vance Brusven is hereby appointed Weed Inspector and the duties as hereunder designated for the remainder of the term of current Council, unless otherwise terminated or changed by resolution of Council:

Weed Inspector ..... Vance Brusven

*Road and Park Superintendent V. Brusven departed the meeting at 7:55 p.m.*

## 7.2 VOLUNTEER FIRE DEPARTMENT

- 7.2.1 Fire Chief's written February report was received. Bi-weekly training nights have switched to Tuesdays and truck checks are completed by brigade members bi-weekly. Members of the Alberton Volunteer Fire Department attended the recent Family Day Event with prevention information provided to families and fire hats and colouring books for the little ones.
- 7.2.2 Update on vehicle maintenance and annual inspection schedule – Unit 9-6 in for radiator work and inspection beginning March 20, 2025, with Unit 9-1 scheduled on March 25<sup>th</sup> and Unit 9-4 on March 26<sup>th</sup>, 2025.
- 7.2.3 Annual renewal of MNRF Fire Agreement was received.

Resolution Number	Moved and Seconded	CARRIED
2025-049	GLOWASKY/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the renewal of the Ministry of Natural Resources and Forestry (MNRF) Agreement for MNRF Fire Management for the period of two (2) years; and confirms the Fire Chief is to complete the renewal, the CAO/Clerk-Treasurer to sign and forward to the MNRF, with a copy to be kept on file at the Township Administration office.		

*Fire Chief J. Woods departed the meeting at 8:16 p.m.*

## 7.3 CBO/BY-LAW ENFORCEMENT OFFICER

- 7.3.1 CBO's Alberton Monthly Building Report for February 2025 was received.
- 7.3.2 CBO's AMBIS Monthly Building Report for February 2025 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. Interim Property Tax bills are due by March 31, 2025, and various year-end reports have been submitted. A general staff meeting was held on March 12<sup>th</sup>, 2025, where the new Road and Park Superintendent was introduced, as well as procedures defined to assist with and digitize record management. Volunteer appreciation request for group of volunteers; who without their dedication and commitment to the community – the skating rink would not be such a wonderful place for winter activities.

Resolution Number	Moved and Seconded	CARRIED
2025-050	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the amount of \$300.00 for volunteer appreciation, to acknowledge and recognize those who dedicated their time, expertise and volunteer hours so that the community and surrounding areas can enjoy the skating rink.		

- 7.4.2 Student Volunteer Opportunities – the Deputy Clerk is coordinating with the high school for exploring youth opportunities. Engaging youth in community service not only benefits students by fulfilling their volunteer hour requirements, but also enriches our community.

  
Mayor/Dep. Mayor Initials

  
Clerk Initials

7.4.3 Rink Roof Project Update – the CAO/Clerk-Treasurer provided a verbal update. Target start date for footing installation for the project is May 1<sup>st</sup>, 2025.

**7.5 MAYOR/COUNCIL REPORTS**

- 7.5.1 Mayor Ford – no report
- 7.5.2 Councillor Glowasky – no report
- 7.5.3 Councillor Spuzak – advised he had one livestock kill investigation
- 7.5.4 Councillor Dennis – not in attendance - 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 advised there was no meeting held this month, however plans are underway for the spring general meeting in May, with the date to be confirmed shortly.

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

8.2.1 Mayor Ford advised he had attended the District of Rainy River Services Board meeting earlier today. The 2025 budget and municipal levy figures were finalized and should be made available shortly.

**8.3 Joint Health & Safety Committee**

8.3.1 The Joint Health and Safety Committee's written report of March 12th, 2025, was received. Batteries will be replaced in all smoke detectors as recommended by the "Change Your Clocks, Change Your Batteries" campaign. There is one missing shingle from the grader garage east side and two downspout pieces are missing off the firehall; which will be replaced.

**8.4 Recreation Committee**

8.4.1 Councillor Glowasky provided a verbal report. The Alberton Recreation Committee will meet again in April to begin planning a Fall Event and to celebrate the completion of the Rink Roof Project.

**8.5 NOMA Board**

8.5.2 NOMA Call for Nominations for 2025-2027 NOMA Board of Directors was received.

**9. OLD BUSINESS**

- 9.1 2025 Capital Budget – review and discussion took place for 2025 capital as well as future capital needs.
- 9.2 Draft 2025 Budget – review and discussion on the draft 2025 budget took place. Significant levy increases year to year for Policing, Social Services and Health Services are difficult to manage. In addition, the uncertainty of tariffs, the current economic climate and the cost increases of general operational items such as equipment, fuel, postage, utilities have all increased as well. A sign inventory for Roads department and cold patch material quotes to be confirmed with staff to have a draft ready for review at the April 17<sup>th</sup> meeting.

**10. NEW BUSINESS**

  
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Mayor/Dep. Mayor Initials

  
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Clerk Initials



- 10.1 By-Law for a Conditional Contribution Agreement with NOHFC for Project #7500232 was received.

Resolution Number	Moved and Seconded	CARRIED
2025-051	SPENCE/GLOWASKY	Carried
Be it resolved that: A By-Law to enter into a conditional contribution agreement with the Northern Ontario Heritage Fund Corporation and the Township of Alberton, for Project#7500232, attached herewith forming "Schedule A", be introduced and read a first, second and third time, passed and numbered as By-Law # 08/25 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.		

- 10.2 By-Law for Agreement for continued provision of Primary Public Safety Answering Point (PSAP) services (911 dispatch) was received.

Resolution Number	Moved and Seconded	CARRIED
2025-052	GLOWASKY/SPUZAK	Carried
Be it resolved that: A By-Law to enter into an agreement between His Majesty the King in Right of Ontario, as represented by the Minister of the Solicitor General, on behalf of the Ontario Provincial Police and the Township of Alberton, for Primary Public Safety answering Point (PSAP) services, attached herewith forming "Schedule A", be introduced and read a first, second and third time, passed and numbered as By-Law # 09 /25 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.		

- 10.3 By-Law to approve Website Privacy Policy was received and reviewed.

Resolution Number	Moved and Seconded	CARRIED
2025-053	GLOWASKY/SPENCE	Carried
Be it resolved that: A By-Law to adopt a Website Privacy Policy, attached herewith forming "Schedule A", be introduced and read a first, second and third time, passed and numbered as By-Law # 10/25 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 REQUESTS FOR SUPPORT

- 10.4.1 Town of Bradford West Gwillimbury regarding requesting the Provincial Government to implement balanced and fair reforms to the Landlord and Tenant Act was received.

2025-054	SPENCE/GLOWASKY	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the Town of Bradford West Gwillimbury Resolution 2025-79, dated March 4<sup>th</sup>, 2025; requesting the Provincial Government to look at ways to implement balanced reforms that protect both small-scale landlords and tenants, ensuring fairness in the rental market and support the creation of balanced protections for both landlords and tenants;</p> <p>FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence and attached motion from the Town of Bradford West Gwillimbury; and request a copy of this resolution be sent to the Town of Bradford West Gwillimbury.</p>		

- 10.4.2 City of Sarnia regarding requesting the Federal Government to stop the 20 percent increase to the carbon tax scheduled for April 1, 2025 was received.

- 11. PLANNING** – Clerk provided a verbal update on the new draft Official Plan and zoning By-Law. FOTENN is still finalizing a first draft, and are expecting that draft in the coming weeks.

#### 12. INFORMATION AND PUBLIC ANNOUNCEMENTS

- 12.1 RRFDC Retirement Invitation for Geoff Gillon on March 26, 2025  
 12.2 Ministry of Natural Resources Memo received March 5<sup>th</sup>, 2025, regarding the Inspection of 2025-2026

  
 Mayor/Dep. Mayor Initials

  
 Clerk Initials

- Annual work schedule for the Boundary Waters Forest
- 12.3 AMO Policy Update dated March 4<sup>th</sup>, 2025, regarding Communities bracing for Tariff Impact
  - 12.4 AMO 2025 Conference information, August 17-20, 2025
  - 12.5 Rural Ontario Municipalities Association (ROMA) information dated February 25<sup>th</sup>, 2025, regarding ROMA Board updates
  - 12.6 AMO Rural Healthy Democracy Forum on June 11, 2025, information
  - 12.7 Northwestern Agricultural Newsletter, March 2025
  - 12.8 Northwestern Health Unit Board Minutes of November 2024
  - 12.9 Rainy River District O.P.P. Detachment Board Minutes of September 25, 2024, October 21, 2024, and January 6, 2025
  - 12.10 RRFDC announces first-ever Food Truck Festival on Saturday, June 28, 2025, at the Emo Fairgrounds

### 13. IN CAMERA – CLOSED MEETING SESSION

- 13.1 No Items.

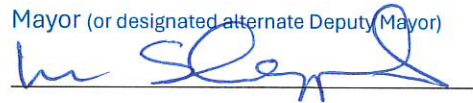
### 14. ADJOURNMENT

Resolution Number	Moved and Seconded	CARRIED
2025-055	GLOWASKY/SPENCE	Carried
Be it resolved that: A By-Law to confirm the proceedings of Council for the Township of Albertain conducted at its March 20 <sup>th</sup> , 2025, regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law #11/25, 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
2025-056	SPENCE/SPUZAK	Carried
Be it resolved that: This meeting of Council for the Township of Albertain shall be and is hereby adjourned at 9:17 p.m.		



Mayor (or designated alternate Deputy Mayor)



Clerk (or Deputy Clerk)



Mayor/Dep. Mayor Initials



Clerk Initials