



## CORPORATION OF THE TOWNSHIP OF ALBERTON

Council for the Township of Alberton held its Regular Meeting of Council on Thursday, April 17, 2025, 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, James Woods, Fire Chief, Vance Brusven, Road and Park Superintendent

Visitors: Jeff Savage, Partner, MNP LLP

### CALL TO ORDER:

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

1. **ADDED ITEMS:** One item under 7.2.4 regarding Fire Protection Grant additional funding allocation and one item to be added under 11.2 regarding review of an Official Plan Amendment Application received.
2. **ADOPTION OF THE AGENDA:**

Resolution Number	Moved and Seconded	CARRIED
2025-057	SPENCE/DENNIS	Carried
Be it resolved that; Council for the Township of Alberton hereby approves the Agenda as amended for the April 17, 2025, meeting.		

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

Resolution Number	Moved and Seconded	CARRIED
2025-058	SPUZAK/SPENCE	Carried
Be it resolved that: The minutes of the March 20 <sup>th</sup> , 2025, regular Council meeting are approved as circulated.		

### 5. DEPUTATIONS AND PETITIONS:

Jeff Savage, Partner at MNP LLP presented the Township of Alberton's Audited Financial Statements for the year ended December 31, 2024. MNP presented a clean and unqualified opinion. Financial assets increased and liabilities decreased, which reflects appropriate oversight, monitoring and evaluation. The financial statements audited by MNP LLP in accordance with Canadian generally accepted auditing standards. Staff were acknowledged for their work and preparation during the audit process.

Resolution Number	Moved and Seconded	CARRIED
2025-059	SPUZAK/DENNIS	Carried

  
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 Mayor/Dep. Mayor Initials

  
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 Clerk Initials

Be it resolved that: Council for the Township of Alberton hereby approves and accepts the Auditor's Report on the 2024 audit and the 2024 Financial Statements prepared by MNP and confirms authorization for the Mayor and CAO/Clerk-Treasurer to sign the representation letter to MNP, and nay other documentation required to complete the 2024 audit process.

*Jeff Savage of MNP LLP departed the meeting at 7:33 p.m.*

**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 March 31, 2025
  - 6.2.2 Preliminary Financial Reports to March 31, 2025
  - 6.2.3 Monthly Investment Funds Summary to March 31, 2025

Resolution Number	Moved and Seconded	CARRIED
2025-060	SPENCE/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton hereby approves payment of the following Accounts Payable for the prior month of <del>January</del> <i>March: 15 MF</i> <ul style="list-style-type: none"> <li>1. \$368,075.63 for general accounts payable, online bill and Visa payments and transfers to investment funds;</li> <li>2. \$1,616.36 for payments made to Council and;</li> <li>3. \$18,661.38 for Township staff payroll including mileage, prior to apportionment of CBO costs including mileage.</li> </ul>		

Resolution Number	Moved and Seconded	CARRIED
2025-061	GLOWASKY/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton hereby acknowledges receipt of and approves the following financial reports provided to it: <ul style="list-style-type: none"> <li>(a) Statement of Revenue and Expenditures to March 31, 2025</li> <li>(b) Financial reports by department to March 31, 2025 and</li> <li>(c) ONE Monthly Investment Funds summaries for:                             <ul style="list-style-type: none"> <li>(i) Grants, Reserve Funds HISA to March 31, 2025, and</li> <li>(ii) Current/Excess Funds HISA to March 31, 2025</li> </ul> </li> </ul>		

**7. REPORTS of MUNICIPAL OFFICERS**

**7.1 ROADS**

7.1.1 Road and Park Superintendent's written report was received. Half Load restrictions came into effect on March 1<sup>st</sup>. Reduced load restrictions help to protect municipal roadways during spring thaw. Cold mix patching has begun on all roads. Brushing and branches removed along Ducharme/Stewart Road intersections. Other brush clearing around signage as well as sign installation and replacement is underway. Frog Creek and Wilson Roads were graded last week, and one culvert had to be steamed on Ducharme South.

7.1.2 Roads and Signs Project 2025 – a complete sign and post inventory was conducted. Signage quotes will be included for the May meeting. Road Surfacing Project for 2025 – Grant funding from Northern Ontario Resource Development Support (NORDS) will assist with surface treatment for 10.88 kilometres of municipal roads. Surface treatment, also know as asphalt emulsion will be completed during 2025 and will occur when the contractor is already mobilized in the area.

  
 Mayor/Dep. Mayor Initials

  
 Clerk Initials

Resolution Number	Moved and Seconded	CARRIED
2025-062	SPENCE/DENNIS	Carried
<p>Be it resolved that: Council for the Township of Alberton hereby approves the quote from the Miller Group in the amount of \$310,914.00 plus applicable taxes, for 10.1 kilometres of single-lift and .78 kilometres of double lift surface treatment on municipal roadways, with Work to be completed while the Miller Group is in the area. Contractor must provide WSIB clearance certificate and proof of insurance prior to commencement of Work.</p>		

7.1.3 Review of Grading Quotes of Township Roads for Spring, Summer and Fall

Resolution Number	Moved and Seconded	CARRIED
2025-063	SPENCE/DENNIS	Carried
<p>The Township of Alberton invited quotes from vendors for rates for grading services (the "Work") on an as required basis during spring, summer and fall of the 2025 calendar year, with a closing date of Thursday, April 10<sup>th</sup>, 2025, at 3:00 pm (CST); AND WHEREAS the Clerk confirmed all quotes received were date and time stamped and held in safekeeping until 3:00 pm CST on Thursday, April 10<sup>th</sup>, 2025, at which time they were opened by the Clerk in the presence of a witness; and the Clerk confirms there were a total of 2 quotes for grading services received;</p> <p>AND WHEREAS Council for the Township of Alberton seeks to engage the services of the Contractor that submits the quote having the best combination of overall pricing, taking into consideration price per unit and total end costs, quality of service, demonstrated ability to perform the Work as and when required and prior performance;</p> <p>AND FURTHER THAT Council for the Township of Alberton accepts the quote for grading services for the Spring, Summer and Fall 2025 season from:</p> <p>Dennis Robinson Ltd in the amount of \$175.00 per hour plus HST. The Road and Park Superintendent shall arrange for Work to be performed as and when it is required by the Township and will monitor and inspect the Work. Contractor must provide WSIB clearance certificate and proof of insurance prior to commencement of Work. In the event that the vendor cannot perform the duties as stated above, Council for the Township of Alberton will move to the next submitted quote.</p>		

7.1.4 Review of Roadside Mowing quotes – Township Roads for Spring, Summer and Fall

Resolution Number	Moved and Seconded	CARRIED
2025-064	DENNIS/SPENCE	Carried
<p>The Township of Alberton invited quotes from vendors for rates for roadside mowing services from July 1 through October 31, 2025 (specifically for 2 cuts: one in July and one in late September) of the 2025 calendar year, with a closing date of Thursday, April 10<sup>th</sup>, 2025 at 3:00 pm (CST);</p> <p>AND WHEREAS the Clerk confirmed all quotes received were date and time stamped and held in safekeeping until 3:00 pm CST on Thursday, April 10<sup>th</sup>, 2025, at which time they were opened by the Clerk in the presence of a witness; and the Clerk confirms there were a total of 3 quotes for roadside mowing services received;</p> <p>AND WHEREAS Council for the Township of Alberton seeks to engage the services of the Contractor that submits the quote having the best combination of overall pricing, taking into consideration price per unit and total end costs, quality of service, demonstrated ability to perform the Work as and when required and prior performance;</p> <p>AND FURTHER THAT Council for the Township of Alberton accepts the quote for roadside mowing services for the Spring, Summer and Fall 2025 season from:</p> <p>All Terrain Contracting in the amount of \$3446.50 per cut, including HST. The Road and Park Superintendent shall arrange for Work to be performed as and when it is required by the Township and will monitor and inspect the Work. Contractor must provide WSIB clearance certificate and proof of insurance prior to commencement of Work. In the event that the vendor cannot perform the duties as stated above, Council for the Township of Alberton will move to the next submitted quote.</p>		

7.1.5 Draft Form for Municipal Entrance Permit Applications, modernized for accessibility and on-line was reviewed. A PDF version will be made available on the Township's website for ease of access as well.

  
Mayor/Dep. Mayor Initials

  
Clerk Initials

Resolution Number	Moved and Seconded	CARRIED
2025-065	DENNIS/SPUZAK	Carried
Be it resolved that: Council for the Township of Alberton upon review of a revised Application for Entrance Permit for municipal roadways, numbered as Form # EP-2025-01, and attached herewith as Schedule "A", hereby approves the modernized form format which enhances accessibility and will also be available on the Township's website for on-line completion.		

7.1.6 Playground equipment and building maintenance item(s) update. Road and Park Superintendent advised the exercise equipment at the playground requires spot repairs and painting. Approximately 2 loads of soil are required around the office and the firehall to ensure proper slope and prevent water infiltration. These items will be addressed by the Road and Park Superintendent in the coming months.

7.1.7 2025 Bridge Inspection and Reporting; K.Smart Associates LTD – K.Smart Associates will be in the District this Fall and performing inspections for district municipalities in accordance with the latest version of the Ontario Structure Inspection Manual (OSIM).

Resolution Number	Moved and Seconded	CARRIED
2025-066	SPUZAK/DENNIS	Carried
Council for the Township of Alberton hereby accepts and approves quote #25-088, prepared and received from K. Smart Associates Ltd, Consulting Engineers and Planners and attached herewith forming Schedule "A" for the Work described as:		
<ul style="list-style-type: none"> <li>• Four (4) Bridge Inspections in the Township of Alberton, carried out in accordance with the latest version of the Ontario Structure Inspection Manual (OSIM)</li> <li>• Provide reporting to Alberton in the OSIM format, Municipal version and will include recommendations for future preventative maintenance, repairs or replacement cost estimates</li> <li>• Fees including all disbursements to inspect four (4) structures and prepare reports will not exceed \$2,000 plus applicable HST</li> </ul>		
The Work will be completed when K. Smart Associates Ltd are in the area inspecting other neighboring municipalities, scheduled for late September 2025.		

*Road and Park Superintendent V. Brusven departed the meeting at 8:28 p.m.*

**7.2 VOLUNTEER FIRE DEPARTMENT**

7.2.1 Fire Chief's written March report was received. Bi-weekly training nights are occurring on Tuesdays and truck checks are completed by brigade members bi-weekly. CEMC and CEMC alternate attended the Emergency Management Conference in Dryden last week and it was very informative.

7.2.2 Update on vehicle maintenance and annual inspection schedule – Unit 9-6, Unit 9-1 and Unit 9.4 received their annual inspections. Pump checks and FIT testing dates are being coordinated and planned within the district.

7.2.3 Successful bursary application from Medallion for the OAFIC annual Conference April 29-May 3<sup>rd</sup>. Fire Chief Woods submitted a bursary application several months ago to attend the annual Ontario Association of Fire Chiefs Conference and was selected as one of two bursaries offered.

Resolution Number	Moved and Seconded	CARRIED
2025-067	DENNIS/GLOWASKY	Carried
WHEREAS the Alberton Volunteer Fire Department Fire Chief was the successful recipient of a sponsorship application to attend the 2025 Ontario Association of Fire Chiefs (OAFIC) conference, training and trade show in Toronto from April 29 <sup>th</sup> to May 3 <sup>rd</sup> , 2025;		
WHEREAS Registration, accommodations, and \$500 expenses are covered by the sponsorship;		
FURTHER BE IT RESOLVED that Council for the Township of Alberton approves the remainder of travel expenses, if any, that may not be covered, in accordance with the Township's policies and procedures.		

Mayor/Dep. Mayor Initials

Clerk Initials

7.2.4 Fire Protection Grant – Township received notification from the office of the Ontario Fire Marshall that the Township would receive additional \$361.73 in grant funding for Fire Protection.

Resolution Number	Moved and Seconded	CARRIED
2025-068	DENNIS/SPENCE	Carried
Be it Resolved that: Council for the Township of Alberton has received notification from the office of the Ontario Fire Marshall of additional grant funds for the Fire Protection Grant in the amount of \$361.73; and hereby confirms authorization for the Mayor and CAO/Clerk-Treasurer to sign the revised Transfer Payment Agreement, and any other documentation required to assist in the distribution of the grant funds.		

*Fire Chief J. Woods departed the meeting at 8:50 p.m.*

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

- 7.3.1 CBO’s Alberton Monthly Building Report for March 2025 was received.
- 7.3.2 CBO’s AMBIS Monthly Building Report for March 2025 was received.
- 7.3.3 Area Municipal Building Inspection Services Committee (AMBIS) update from the April 14<sup>th</sup>, 2025, AMBIS meeting – the AMBIS Committee met on Monday, April 14<sup>th</sup>, 2025 at 1:30 p.m. The CBO’s annual Employee Performance Evaluation was reviewed, a request from a neighbouring township to join AMBIS was considered, and the CBO provided updates on the implementation of the new Building Code which came into effect on January 1<sup>st</sup>, 2025.

Resolution Number	Moved and Seconded	CARRIED
2025-069	SPENCE/GLOWASKY	Carried
Be it Resolved that: Council for the Township of Alberton hereby supports the Area Municipal Building Inspection Services (AMBIS) Committee’s resolution and confirms that the annual Consumer Price Index increase in remuneration payable to the Chief Building Official (CBO), in accordance with his employment contract, is and shall be 2.65% , effective May 1 <sup>st</sup> , 2025, as set out in the <i>Consumer Price Index – All Items</i> table for Ontario, as published online by Statistics Canada, and attached herewith.		

**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 were due by March 31, 2025. Outstanding account statements were mailed on April 7<sup>th</sup>, 2025. The municipal office will be a polling station for the upcoming federal election on Monday, April 28<sup>th</sup>, 2025.
- 7.4.2 Rink Roof Project Update – Project Manager Adam Mitchell with Saulteaux Consulting and Engineering anticipates an early May start date for the footings. Exact date depends on Mother Nature’s cooperation and spring weather.
- 7.4.3 Current Replacement Values (CRV) data was reviewed. CRV data requires the review of CRV values for future funding determination. A revised CRV template report was prepared to include one road and the entire cross culvert system that is not included in the AMP values - but is relevant to calculating total CRV data for road infrastructure. Clerk to submit the CRV report by the May 8<sup>th</sup> deadline.
- 7.4.4 Nomination Deadline for 2025 Senior of the Year Award – municipalities in Ontario have the opportunity to submit nominations by April 30<sup>th</sup> of each year.

Resolution Number	Moved and Seconded	CARRIED
2025-070	SPENCE/DENNIS	Carried
The Ontario Senior of the Year Award gives each municipality in Ontario, the opportunity to honour one outstanding local Ontarian over 65, who has enriched the social, cultural or civic life of his or her community;		

  
 Mayor/Dep. Mayor Initials
   
 Clerk Initials

AND WHEREAS as Council for the Township of Alberton celebrates and recognizes the efforts and achievements of all residents in many different fields such as the arts, literature, community service, volunteering, education, environment, fitness and humanitarian activities;

AND FURTHER BE IT RESOLVED that Council for the Township of Alberton wishes to submit the name of Harold Logue to the Ontario Honours and Awards Secretariat to receive a 2025 Senior of the Year Award.

7.4.6 Office Hours – discussion took place regarding a change to municipal office hours.

Resolution Number	Moved and Seconded	CARRIED
2025-071	GLOWASKY/SPUZAK	Carried
Be it Resolved that: Council for the Township of Alberton hereby approves an adjustment to the municipal office hours, effective immediately, to close for lunch daily for staff safety reasons, with the specific new hours indicated below: Alberton Municipal Office will be open from 9:00 am to 12:00 pm and 1:00 pm to 5:00 pm Monday through Friday. Office will be closed from 12:00 pm to 1:00 pm daily.		

**7.5 MAYOR/COUNCIL REPORTS**

- 7.5.1 Mayor Ford – no report
- 7.5.2 Councillor Glowasky – Councillor Glowasky advised she attended the AMBIS Committee meeting on April 14<sup>th</sup>, 2025
- 7.5.3 Councillor Spuzak – no report
- 7.5.4 Councillor Dennis – no report
- 7.5.5 Councillor Spence – Councillor Spence advised he attended the Joint Police Services Board meeting on April 7, 2025.

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

**8.1 Rainy River District Municipal Association**

8.1.1 Councillor Spuzak advised there is an executive meeting on April 30<sup>th</sup>, 2025, to finalize the plans for the spring general meeting in May. Councillor Spuzak will confirm the date and location of the May general meeting.

**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 provided to district municipalities on March 27, 2025. Three new paramedics were welcomed to the district as well as DRRSB brought several delegations forward at ROMA.

**8.3 Joint Health & Safety Committee**

8.3.1 The Joint Health and Safety Committee’s written report of April 8th, 2025, was received. One smoke detector was replaced, and batteries changed in other detectors. Two downspout pieces that were missing off the firehall have been replaced.

**8.4 Recreation Committee**

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

  
 Mayor/Dep. Mayor Initials

  
 Clerk Initials

**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 Draft 2025 Budget – deliberations and a line-by-line review of the draft 2025 budget took place. Clerk to provide public notice of intent to pass budget at the May 15<sup>th</sup> Council meeting. The budget includes a 2.8% increase to property taxes. Significant levy increases year to year for Policing, Social Services and Health Services along with general operational increases in items such as equipment, fuel, postage, utilities have had the largest impact on the municipality.

**10. NEW BUSINESS**


10.1 Written request from Alexandra Spuzak and Aiden Wielinga regarding 320 Hammond Road was received and reviewed.

Resolution Number	Moved and Seconded	CARRIED
2025-072	DENNIS/SPENCE	Carried
<p>WHEREAS Council for the Township of Alberton has received a request from Aiden Wielinga and Alexandra Spuzak that they be permitted to delay demolition of a dwelling structure damaged by fire, and to convert a structure into a principal dwelling as their future residence on a property located at 320 Hammond Road, described as:</p> <p style="padding-left: 40px;">Parcel 6511, Crozier, north ½ of NW Section 29, Municipality of Alberton, (hereinafter referred to as the "Premises")</p> <p>AND WHEREAS Section 3.1.5 of the Township's current Zoning By-Law states that:</p> <p style="padding-left: 40px;"><i>"Unless otherwise specifically permitted in this By-Law, no more than one dwelling unit building shall be permitted on any lot where a residential use is permitted as a principal of accessory use."</i></p> <p>AND WHEREAS the infraction of the Zoning By-Law which will be caused by the delayed removal of the damaged structure (1) will be temporary in nature (2) will cease to exist once the new residential dwelling is converted and constructed, and (3) supports both the Township and Ontario's commitment to housing and affordability;</p> <p>NOW THEREFORE Council for the Township of Alberton hereby authorizes a one-year extension to remove the damaged dwelling structure on the following conditions:</p> <ul style="list-style-type: none"> <li>(a) that all required approvals and permits for construction of a new dwelling on the Premises be obtained and that the detached garage conversion shall be the sole principal dwelling upon permission to occupy and shall be used as described above and for no other purpose;</li> <li>(b) That the damaged dwelling shall be secured against entry into the building and any services to the building shall be made safe as appropriate for an un-occupied building;</li> <li>(c) That the damaged dwelling shall not be repaired for residential occupancy unless a building permit for this use is issued;</li> <li>(d) that a building permit application for demolition of the damaged dwelling on the Property, on approval of the Chief Building Official, shall be obtained during the 2026 construction season or earlier;</li> <li>(e) that owners agree to all terms and conditions contained in the attached Undertaking, the original copy of which must be properly signed by them and provided to the Township for its records, and attached to this Resolution, prior to all approvals and permits of a secondary dwelling;</li> </ul> <p>failing which, this authorization shall be null and void, and the provisions of the Undertaking and of the Zoning By-law shall apply in full force and effect.</p>		

10.2 Ministry of Municipal Affairs and Housing Report, Review of 2025 Municipal Repayment Limit – report was received. Each year the Ministry of Municipal Affairs and Housing prepares a report for each municipality calculating the annual debt repayment limit for all 444 municipalities in Ontario.

10.3 Performance Review Policy was reviewed for Employee Performance Evaluations (EPE).

Resolution Number	Moved and Seconded	CARRIED
2025-073	SPENCE/DENNIS	Carried
<p>Be it resolved that: A By-Law to adopt a Performance Review Policy, attached herewith forming "Schedule A", be introduced and read a first, second and third time, passed and numbered as By-Law # 12/25 and that said</p>		

  
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 Mayor/Dep. Mayor Initials

  
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 Clerk Initials

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 Thunder Bay Chamber of Commerce regarding Make Northern Ontario Workforce Growth a Priority was received.

2025-074	DENNIS/GLOWASKY	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the Thunder Bay Chamber of Commerce respectfully urging the provincial government to Make Northern Ontario Workforce Growth a Priority and accelerate efforts to strengthen rural and northern communities by immediately setting aside 3,000 spots annually for Northern Ontario with then Ontario Immigrant Nominee Program (OINP);</p> <p>FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence and attached letter to be signed by the Mayor on behalf of the Township; and request a copy of this letter be sent to the individuals listed below:</p> <ul style="list-style-type: none"> <li>• Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development</li> <li>• Honourable Greg Rickford, Minister of Provincial Parliament, Kenora-Rainy River</li> <li>• Kevin Holland, Minister of Provincial Parliament, Thunder Bay-Atikokan</li> </ul>		

10.4.2 District of Rainy River Services Board (DRRSB) regarding the Urgent Need for Increased and Sustainable Funding for Small, Rural and Northern Municipalities was received.

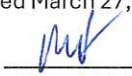
2025-075	SPENCE/DENNIS	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the District of Rainy River Services Board regarding the Urgent Need for Increased and Sustainable Funding for Small, Rural and Northern municipalities; and respectfully urging the provincial government to acknowledge and address the unique financial realities faced by rural and northern communities with low population and large geographic areas, placing unsustainable strain on local taxpayers;</p> <p>FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence and attached letter to be signed by the Mayor on behalf of the Township; and request a copy of this letter be sent to the individuals listed below:</p> <p>Michael Parsa, Minister of Children, Community and Social Services                      Rob Flack, Minister of Municipal Affairs and Housing                      Peter Bethlenfalvy, Minister of Finance                      Greg Rickford, Minister of Provincial Parliament, Kenora-Rainy River                      Kevin Holland, Minister of Provincial Parliament, Thunder Bay-Atikokan                      Christa Lowry, Chair, Rural Ontario Municipal Association (ROMA)                      Wendy Landry, President, Northwestern Ontario Municipal Association (NOMA)                      Lindsay Jones, Director of Policy, Association of Municipalities of Ontario (AMO)                      Fern Dominelli, Executive Director, Northern Ontario Service Deliverers Association (NOSDA)                      Peggy Johnson, Secretary-Treasurer, Rainy River District Municipal Association                      Mayor Deb Ewald, Chair, Rainy River District Services Board</p>		


**11. PLANNING**

- 11.1 Clerk provided a verbal update on the new draft Official Plan and zoning By-Law. FOTENN expects to have a first draft by early May.
- 11.2 Official Plan Amendment Application – an OPA application #2025-01 from Jamie Davis Agent/Owner of 2491570 Ontario Ltd, was received. There is a minor correction required in the application before it can be deemed complete. Once the correction is made; and Council has deemed the application complete; a Public Open House will be scheduled. The open house notice will be placed in the newspaper and on the Township’s website and the application will be circulated to all agencies for their comments if any, in accordance with legislative requirements.

**12. INFORMATION AND PUBLIC ANNOUNCEMENTS**

- 12.1 Northwestern Health Unit Board Minutes of February 2025
- 12.2 Ontario Human Rights Commission Education Action Plan memo dated March 27, 2025

  
 Mayor/Dep. Mayor Initials

  
 Clerk Initials

- 12.3 Northwestern Health Unit information and resource information dated March 23, 2025, regarding Northwestern Health Unit's Harm Reduction Program
- 12.4 Rainy River Future Development Corporation (RRFDC) Business Trade and Tariff Survey information
- 12.5 Rainy River Future Development Corporation announces PITCH IT 2025 Virtual Event information
- 12.6 Rainy River Future Development Corporation's Spring Into Business Funding Forum on April 23, 2025
- 12.7 Association of Municipalities Ontario (AMO) Newsletter dated April 3, 2025
- 12.8 Northwest Agriculture Newsletter dated April 1, 2025
- 12.9 Rainy River District O.P.P. Detachment Board Minutes of February 3, 2025
- 12.10 Municipal Affairs and Housing Press Release dated April 9, 2025 regarding expansion of strong Mayor powers to 169 additional municipalities effective May 1, 2025
- 12.11 Riverside Health Care Facilities launches new Transportation Service for out-of-district Health needs
- 12.12 Fort Frances Chamber Business & Community Expo – April 25<sup>th</sup> and April 26<sup>th</sup>

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

- 13.1 Resolution to go in camera as permitted under 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: (1) identifiable individuals/employees ((under Section 239(2)(d)); the general nature thereof is to review employee performance evaluations and compensation.

Resolution Number	Moved and Seconded	CARRIED
2025-076	GLOWASKY/DENNIS	Carried
Be it resolved that: Council for the Township of Alberton hereby moves to an in-camera session at 9:46 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: (1) identifiable individuals/employees ((under Section 239 (2)(d)); labour relations or employee negotiations, the general nature thereof is to review employee performance and compensation.		

13.1.1 Return to open session

Resolution Number	Moved and Seconded	CARRIED
2025-077	SPENCE/DENNIS	Carried
Be it resolved that: Council for the Township of Alberton hereby returns to an open session at 10:06 p.m.		

Resolution Number	Moved and Seconded	CARRIED
2025-078	SPENCE/DENNIS	Carried
Be it resolved that: Council for the Township of Alberton hereby confirms a merit-based wage increase as discussed in-camera, for the Administrative Assistant/Deputy Clerk position, to be effective upon her service anniversary date of May 29 <sup>th</sup> , 2025.		

Resolution Number	Moved and Seconded	CARRIED
2025-079	DENNIS/SPENCE	Carried
Be it resolved that: Council for the Township of Alberton upon completion of an Employee Performance Evaluation (EPE) for the CAO/Clerk-Treasurer, hereby confirms a merit-based wage increase as discussed in-camera, to be effective upon her service anniversary date of May 29 <sup>th</sup> , 2025.		

  
 Mayor/Dep. Mayor Initials

  
 Clerk Initials

**14. ADJOURNMENT**

Resolution Number	Moved and Seconded	CARRIED
2025-080	SPENCE/DENNIS	Carried
Be it resolved that: A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its <del>March 20<sup>th</sup></del> <sup>April 17<sup>th</sup></sup> , 2025, regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law #13/25, 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.		

*April 17<sup>th</sup>*  
*LS*  
*AW*

Resolution Number	Moved and Seconded	CARRIED
2025-081	SPENCE/DENNIS	Carried
Be it resolved that: This meeting of Council for the Township of Alberton shall be and is hereby adjourned at 10:08 p.m.		

*[Signature]*  
 \_\_\_\_\_  
 Mayor (or designated alternate Deputy Mayor)

*[Signature]*  
 \_\_\_\_\_  
 Clerk (or Deputy Clerk)

*[Signature]*  
 \_\_\_\_\_  
 Mayor/Dep. Mayor Initials

*[Signature]*  
 \_\_\_\_\_  
 Clerk Initials