



CORPORATION OF THE TOWNSHIP OF ALBERTON

Council for the Township of Alberton held its Regular Meeting of Council on Thursday, May 15, 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:

CALL TO ORDER:

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

1. **ADDED ITEMS:** One item under 10.3 regarding Citizen Representative application for the Rainy River District West O.P.P. Detachment Board and one item under 7.3.3 regarding casual coverage for Building Inspection Services

2. **ADOPTION OF THE AGENDA:**

Resolution Number	Moved and Seconded	CARRIED
2025-082	SPENCE/DENNIS	Carried
Be it resolved that; Council for the Township of Alberton hereby approves the Agenda as amended for the May 15, 2025, meeting.		

3. **DISCLOSURE OF INTEREST:** None

4. **MINUTES – PREVIOUS MEETING:**

Resolution Number	Moved and Seconded	CARRIED
2025-083	DENNIS/SPENCE	Carried
Be it resolved that: The minutes of the April 17 th , 2025, regular Council meeting are approved as circulated.		

5. **DEPUTATIONS AND PETITIONS:**

No items.

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 April 30, 2025
 - 6.2.2 Preliminary Financial Reports to April 30, 2025


Mayor/Dep. Mayor Initials


Clerk Initials

6.2.3 Monthly Investment Funds Summary to April 30, 2025

Resolution Number	Moved and Seconded	CARRIED
2025-084	DENNIS/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 April:		
<ol style="list-style-type: none"> 1. \$268,512.13 for general accounts payable, online bill and Visa payments and transfers to investment funds; 2. \$2,538.91 for payments made to Council and; 3. \$18,892.52 for Township staff payroll including mileage, prior to apportionment of CBO costs including mileage. 		

Resolution Number	Moved and Seconded	CARRIED
2025-085	SPENCE/DENNIS	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"> (a) Statement of Revenue and Expenditures to April 30, 2025 (b) Financial reports by department to April 30, 2025 and (c) ONE Monthly Investment Funds summaries for: <ol style="list-style-type: none"> (i) Grants, Reserve Funds HISA to April 30, 2025, and (ii) Current/Excess Funds HISA to April 30, 2025 		

7. REPORTS of MUNICIPAL OFFICERS

7.1 ROADS

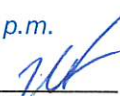
7.1.1 Road and Park Superintendent’s written report was received. Half Load restrictions came into effect on March 1st and remain in place until May 31st, 2025. Reduced load restrictions help to protect municipal roadways during spring thaw. Cold mix patching is ongoing on all roads. Frog Creek Road and Busch Roads were graded on May 7th. Residents are reminded that nuisance beaver control on private land is the responsibility of the property owner. The Township is not responsible for nuisance beaver management on private property. Brushing and branches removed along Kehl Road. Attended a meeting with MTO regarding upcoming gravel work on Frog Creek Road, tentatively scheduled to take place in June. Septic tank at the office and firehall were pumped last week. Grading slope/landscaping around perimeter of office and firehall to take place in the next couple of days. Grounds maintenance at the park ongoing. Residents are reminded to please stay clear of the Rink Roof Project site.

7.1.2 Roads and Signs Project 2025 – review of the roadways sign and post inventory, signage required and quotes was conducted.

Resolution Number	Moved and Seconded	CARRIED
2025-086	DENNIS/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton hereby approves the quote from Airmaster Signs in the amount of \$4,713.65 plus applicable taxes and freight, for the replacement and updates of signage required along municipal roadways.		

7.1.3 Email communication from MTO dated May 6th, 2025, regarding culvert on the shared roadway of Frog Creek Road was reviewed. Council tabled this item pending the OSIM Ontario Structure Inspection and Report scheduled for September, which will provide current data and information.

Road and Park Superintendent V. Brusven departed the meeting at 7:37 p.m.


 Mayor/Dep. Mayor Initials


 Clerk Initials

7.2 VOLUNTEER FIRE DEPARTMENT

- 7.2.1 Fire Chief's written April report was received. Three (3) callouts; one assist to the MNR in an unorganized municipality, one for tanker support for a neighbouring municipality and one call out for a large fire at a business site where the owner had a permit, however they were burning outside of permit conditions. Fire was not in control and was not supervised or extinguished. Volunteer Fire Department attended with pumper, tanker and unit 9-8 with brigade members on scene for 4 hours. Municipal Fire Ban was issued on May 8th, 2025. Residents are reminded of the dry and extreme conditions and current wildfires across the Northwest Region. As of midnight tonight, May 16th, 2025, the MNR is issuing a Fire Ban and Restricted Fire Zone. Bi-weekly training nights are occurring on Tuesdays and truck checks are completed by brigade members bi-weekly. Fire Chief attended the Ontario Association of Fire Chiefs Conference in Toronto April 29th to May 3rd, 2025, made possible by a bursary award from Medallion. Fire Chief stated it was very valuable and informative.
- 7.2.2 Update on annual pump checks & FIT testing – scheduled for mid-July and details are still being finalized within the district.
- 7.2.3 Fire Hazard Sign from Ministry of Natural Resources (MNR) will be delivered in the next couple of weeks. CAO, Clerk-Treasurer will begin the MTO Highway Corridor Permit Application to allow the Fire Hazard signage to be placed in an effective and safe location to educate and help inform the public of current fire conditions.
- 7.2.4 Municipal Fire Ban in place and as of midnight May 16th, 2025; the MNR has issued a Fire Ban and Restricted Zone for a large part of the northwest region due to extreme conditions as well as current forest fires.


Fire Chief J. Woods departed the meeting at 8:13 p.m.

7.3 CBO/BY-LAW ENFORCEMENT OFFICER

- 7.3.1 CBO's Alberton Monthly Building Report for April 2025 was received.
- 7.3.2 CBO's AMBIS Monthly Building Report for April 2025 was received.
- 7.3.3 The need, number of permits and options for possible casual contract coverage for Building Inspection Services was discussed. Possible options to be recommended by the Chief Building Official (CBO).

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 7th, and May 1st, 2025. The Deputy Clerk/Admin Assistant successfully completed and received Level II Certification in JHSC-2-3472 Public Services Health and Safety. Staff will research possible options and quotations for a utility trailer for Roads and Parks. This would be an asset for both areas, such as hauling of equipment, gravel, road patching material, mowers, brush, branches and etc.
- 7.4.2 Rink Roof Project Update – Work has begun on the Rink Roof Project with contractor on site as of May 7th. Safety is priority, and residents are asked to respect the signage and work area at all times. There may be a few hours intermittently, when the Contractor will need to completely close the entire park area for safety purposes, however the playground closures will be as brief as possible.


Mayor/Dep. Mayor Initials


Clerk Initials

7.4.3 Municipal Finance Officers Association (MFOA) Northern Finance Workshop – registration is now open. This is a very informative workshop and CAO, Clerk-Treasurer would like to attend the on-line version of the workshop this fall.

Resolution Number	Moved and Seconded	CARRIED
2025-087	SPENCE/DENNIS	Carried
Be it Resolved: Council for the Township of Alberton hereby approves the registration fee of \$200.00 for staff virtual attendance at the 2025 Municipal Finance Officers Association Northern Workshop; October 15-17, 2025.		

7.5 MAYOR/COUNCIL REPORTS

- 7.5.1 Mayor Ford – no report
- 7.5.2 Councillor Glowasky – attended Recreation Committee on May 14th, 2025 and advised she will be attending, as RRDMA representative the upcoming RRDMA-Riverside Health Care communications working group meeting on May 21st at 2:00 p.m.
- 7.5.3 Councillor Spuzak – attended the RRDMA meeting on April 30, 2025
- 7.5.4 Councillor Dennis – no report
- 7.5.5 Councillor Spence – Councillor Spence advised the next Joint Police Services Board meeting is scheduled for June 16th, 2025.

8. REPORTS OF COMMITTEES AND BOARDS:

8.1 Rainy River District Municipal Association

8.1.1 Councillor Spuzak advised there was an executive meeting on April 30th, 2025, to finalize the plans for the spring general meeting in May. The RRDMA General Meeting will be held on Wednesday, May 21st, 2025, at 7:00 pm at the LaVallee Community Hall. One of the speakers will be Angela Halvorson-Smith of the Rainy River Future Development Corporation regarding the plans and possibilities of a district-wide video showcasing the Rainy River District.

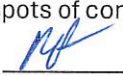
Resolution Number	Moved and Seconded	CARRIED
2025-088	DENNIS/GLOWASKY	Carried
Be it Resolved: Council for the Township of Alberton hereby approves the attendance of the individuals listed below at the Rainy River District Municipal Association General Meeting on Wednesday, May 21 st , 2025 at 7:00 p.m. at the LaVallee Community Hall: Peter Spuzak Diane Glowasky Lisa Sheppard (if available)		


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

8.2.1 Mayor Ford advised there was no meeting held earlier today as the Annual General Meeting is scheduled for next week; Thursday, May 22nd, 2025, at 1:00 pm. The Audited Financial Statements will be presented along with guest speaker Kit Young Hoon, Medical Officer of Health at the Northwestern Health Unit.

8.3 Joint Health & Safety Committee

8.3.1 The Joint Health and Safety Committee’s written report of May 5th, 2025, was received. Road and Park Superintendent will patch a couple spots of concrete under the


Mayor/Dep. Mayor Initials


Clerk Initials

pavilion and a few holes in the ground by the climber require soil. Loose and missing tin on a garage will be attended to as well. Drainage and sloping work to be addressed in the next couple of weeks around buildings. Staff were acknowledged for their diligence in preparing monthly reports and addressing any items.

8.4 Recreation Committee

8.4.1 Councillor Glowasky provided a verbal report. The Alberton Recreation Committee met last evening, May 14th, 2025, for planning an event in June along with a Fall Event to celebrate the completion of the Rink Roof Project. A few residents have inquired about another Community Garage Sale Event. In the past, the garage sale event held in the fall seemed to have greater response both by participants as well as attendees. Recreation Committee will begin planning a 3rd Annual Community Garage Sale Event for this fall.

8.5 NOMA Board

8.5.2 No items.

9. OLD BUSINESS

9.1 No items.

10. NEW BUSINESS

10.1 Adopt the 2025 Budget

Resolution Number	Moved and Seconded	CARRIED
2025-089	SPUZAK/DENNIS	Carried
Be it Resolved that: Council for the Township of Alberton hereby confirms receipt of the Estimated Expenses Excluded from the 2025 Budget Report, a copy of which is attached, and adopts same as required by Ontario regulation #284/09.		
Resolution Number	Moved and Seconded	CARRIED
2025-090	GLOWASKY/DENNIS	Carried
Be it Resolved that: A By-Law to approve and adopt the 2025 Budget document be introduced and read a first, second and third time, passed and numbered as By-Law # 14/25, and that said By-Law be signed by the Mayor and the Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.		

Resolution Number	Moved and Seconded	CARRIED
2025-091	SPUZAK/SPENCE	Carried
Be it Resolved that: A By-Law to adopt the estimates of all sums required during 2025 be introduced and read a first, second and third time, passed and numbered as By-Law # 15/25, and that said By-Law be signed by the Mayor and the Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.		

Resolution Number	Moved and Seconded	CARRIED
2025-092	DENNIS/GLOWASKY	Carried
Be it Resolved that: A By-Law to adopt the 2025 Tax Rates and to provide for penalty and interest in default of payment thereof for 2025, be introduced and read a first, second and third time, passed and numbered as By-Law # 15/25, and that said By-Law be signed by the Mayor and the Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.		

10.2 Review a draft Road Allowance Use Policy – Council reviewed first draft of a Road Allowance Use Policy. Due to recent vandalism, damage to private property, damage to unopened road allowances and efforts to protect agriculture, livestock and natural habitat, a draft Road


 Mayor/Dep. Mayor Initials
 
 Clerk Initials

Allowance Use Policy was prepared. This will return on the June agenda for further discussion and review.

- 10.3 Citizen Representative Application for the Rainy River District O.P.P. West Detachment Board – application package for the vacant Citizen Representative position was reviewed.

Resolution Number	Moved and Seconded	CARRIED
2025-093	SPUZAK/GLOWASKY	Carried
Be it resolved that: Council for the Township of Alberton having considered the application package provided by the Town of Fort Frances on behalf of the Rainy River District West O.P.P. Detachment Board, for the vacant Citizen Representative position; is in favour of the appointment of Travis McCormick to the vacant Citizen Representative position.		

10.3 REQUESTS FOR SUPPORT

- 10.3.1 City of Richmond Hill regarding provincial regulations to restrict possession, breeding and use of non-native (“exotic”) wild animals was received.

2025-094	GLOWASKY/SPENCE	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the City of Richmond Hill respectfully urging the provincial government to implement provincial regulations to restrict possession, breeding, and use of non-native (“exotic”) wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario’s citizens and the non-native (“exotic:”) wild animal protection;</p> <p>FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence request a copy of this resolution be sent to the City of Richmond Hill.</p>		

- 10.3.2 Township of Otonabee-South Monaghan regarding proposal to end Daylight Savings Time in Ontario was received.

2025-095	DENNIS/GLOWASKY	Carried
<p>WHEREAS Council for the Township of Alberton having considered correspondence from the Township of Otonabee-South Monaghan respectfully requesting the provincial government end the practice of Daylight Savings Time in Ontario;</p> <p>WHEREAS Ontario already has the legislative framework to end the practice of Daylight Savings Time (DST), as per the amendment Act of 2020;</p> <p>WHEREAS the case for ending DST immediately pertains to documented Health and Public Safety Concerns and Standard Time aligns with nature and eases healthcare costs;</p> <p>AND WHEREAS ending DST is a clear and permanent assertion of the economic independence of Ontario;</p> <p>FURTHER BE IT RESOLVED THAT Council for the Township of Alberton support this correspondence and request a copy of this resolution be sent to the Township of Otonabee-South Monaghan.</p>		

11. PLANNING

- 11.1 Ministry of Agriculture, food & Agribusiness communication dated April 15th, 2025, regarding Agricultural Land Base Resources was received.
- 11.2 Official Plan Amendment Application – OPA application #OPA-2025-01; was received with a minor address correction now completed. Council deemed the application as now complete; and direct Staff to provide public notice, schedule a Public Open House, and


 Mayor/Dep. Mayor Initials


 Clerk Initials

circulate the application to the required ministries and agencies for their comments in accordance with legislative requirements.

2025-096	DENNIS/SPUZAK	Carried
<p>WHEREAS Council for the Township of Alberton has received an Official Plan Amendment Application numbered as OPA-2025-01 from Jamie Davis, Agent/Owner for 2491570 Ontario Limited;</p> <p>WHEREAS Staff has determined the Application #OPA-2025-01 is complete and ready for further review; and Council for the Township of Alberton directs Staff to provide public notice and schedule a Public Open House, to provide an opportunity for information, questions and feedback.</p>		

12. INFORMATION AND PUBLIC ANNOUNCEMENTS

- 12.1 Municipal Information Network Membership and daily newsletter information
- 12.2 Town of Tecumseh letter dated April 25, 2025, sent to Ontario's Regulatory Registry on the proposed Expansion of Strong Mayor Powers
- 12.3 Rainy River Future Development Corporation (RRFDC) Information on their new Local Initiatives Program
- 12.4 Rainy River Future Development Corporation (RRFDC) Information on Go Local Program
- 12.5 Rainy River First Nations Annual Fish Fry – May 16th, 2025, at 4:00 pm
- 12.6 Rainy River Future Development Corporation Announcement welcoming New Tournament & Events Coordinator
- 12.7 Association of Municipalities Ontario (AMO) Launches Health Sector Survey, April 17, 2025
- 12.8 Northwest Agriculture Newsletter dated May 1, 2025
- 12.9 Association of Municipalities Ontario (AMO) Information News Update dated May 1, 2025
- 12.10 Rural Ontario Municipal Association (ROMA) Newsletter dated April 22, 2025
- 12.11 Paramedic Services Week Information – May 18-24th, 2025
- 12.12 Foundation for Healthcare – Open Letter to the Minister of Health dated May 7, 2025
- 12.13 Municipality of North Perth, letter circulated May 8th, 2025, requesting Strong Mayor powers removed From the Municipality of North Perth
- 12.14 Township of Springwater, letter circulated May 8th, 2025, opposing Strong Mayor powers to 169 Additional municipalities


13. IN CAMERA – CLOSED MEETING SESSION


- 13.1 No items.

14. ADJOURNMENT

Resolution Number	Moved and Seconded	CARRIED
2025-097	GLOWASKY/DENNIS	Carried
<p>Be it resolved that: A By-Law to confirm the proceedings of Council for the Township of Alberton conducted at its May 15th, 2025, regular Council meeting be introduced and read a first, second and third time, passed and numbered as By-Law #17/25, 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.</p>		

Resolution Number	Moved and Seconded	CARRIED
2025-098	DENNIS/GLOWASKY	Carried
<p>Be it resolved that: This meeting of Council for the Township of Alberton shall be and is hereby adjourned at 9:47 p.m.</p>		



Mayor (or designated alternate Deputy Mayor)


Clerk (or Deputy Clerk)


Mayor/Dep. Mayor Initials


Clerk Initials